



Agenda
Page County Board of Supervisors
Regular Meeting
Board of Supervisors Room – County Government Center
103 South Court Street, Luray, Virginia 22835
June 21, 2016 – 7:00 p.m.

Call to Order

- Pledge of Allegiance
- Invocation

Adoption of Agenda

Presentations, Proclamations & Awards

Update from the Chamber of Commerce
Cavemen Baseball Funding Request

Gina Hilliard
Andy Caviness

Public Comments on Agenda Items

Action Matters

Review of Stonyman Agricultural/Forestral District
Agreement with Form Networks for IT Services
Designation of FOIA Officer
Budget Changes
Board and Commission Appointments

Michelle Somers (p. 3)
Amity Moler (p. 15)
Amity Moler (p. 19)
Ben Blevins (p. 28)
Regina Miller (p. 37)

Consent Agenda (p. 38)

- Approval of Financial Reports
- Approval of Accounts Payable
- Approval of Minutes – May 3, 2016 and May 17, 2016

Old Business

New Business

TOT Request – Baseball Hall of Fame

Supervisor Stroupe/
Donnie Wilson
Sheriff Cabbage

Sheriff's Budget Update

Open Public Comments

Administrator's Report

Amity Moler

Supervisors Time

Board of Supervisors Meeting
June 21, 2016

Closed Session (p. 71)

- Personnel Matters, Pursuant to Section 2.2-3711(A)(1)
Of the Code of Virginia

Exit Closed Session/Certification of Closed Session

Adjourn

Mission Statement

To provide our citizens and businesses with a superior quality of life by delivering
County services and programs in a fiscally prudent and responsible manner.



COUNTY OF PAGE

103 South Court Street, Suite F
Luray, Virginia 22835
(540) 743-4142
Fax: (540) 743-4533

Board of Supervisors:

Johnny Woodward – Chairman – At-Large
D. Keith Guzy, Jr. – District 1
David Wiatrowski – District 2
Mark Stroupe – District 3
Larry Foltz – District 4
Dorothy F. Pendley – District 5

County Administrator:

Amity Moler

TO: Page County Board of Supervisors

FROM: Michelle Somers, Zoning Administrator

SUBJECT: Stonyman Agricultural and Forestal District

DATE: June 21, 2016

SUMMARY:

The Stonyman Agricultural and Forestal District (AFD) has expired. Applications have been solicited and reviewed by the advisory committee and a list has been included for review (attachment #2). Additionally, code has been reviewed and enclosed are the proposed changes (attachment #1). Page County's Stonyman AFD needs to be renewed for another term. The Agricultural and Forestal District (AFD) Program was defined in 1979 under State enabling legislation. The State Code of Virginia §15.2-4300-§15.2-4314, characterizes the purpose of an AFD Program as a means to "conserve, protect, and encourage the development and improvement of agricultural and forestal lands for the production of food and other agricultural and forestal products, and conserve and protect agricultural and forestal lands as valued natural and ecological resources which provide essential open spaces for clean air sheds, as well as for aesthetic purposes".

BACKGROUND:

In 2000, a group of local farmers and landowners applied and began the process of Page County's first AFD. In 2001, Page County adopted the Stonyman AFD for a term of 7 years consisting of 1,912.55 acres. In 2008, the district was renewed for another 7 years consisting of 1,243.419 acres.

Landowners Benefits:

Enrollment in an AFD provides much stronger protection from development pressures for farms and other open space landholders than does agricultural zoning. Unlike agricultural zoning, which for all practical purposes encourages low-density residential sprawl, districts discourage land uses not in keeping with agricultural, forestall or open space land uses. In addition, zoning regulations can change with elections. AFD's provide protection for up to 10 years and can be renewed after their initial term expires. Districts provide a higher level of certainty that farms and forests and other open space lands will be maintained because they restrict the powers of local, state, and, to some extent, the federal government to make decisions which may be detrimental to agricultural and rural land uses in the district.

In addition to these benefits, AFDs offer some protection from eminent domain. Private acquisition of land for utilities, roadways and other infrastructure within a District is subject to a special public review process. The expenditure of public funds for non-farm related purposes in a district is also subject to special public review process.

Finally, local governments may not enact laws within a district that would unreasonably restrict farm structures, farming or forestry practices unless the restrictions are directly related to health, safety and welfare.

Minimum Requirements:

Each AFD shall have a core of no less than 200 acres in one parcel or in contiguous parcels. A parcel not part of the core may be included in a district based on the following geographic criteria:

- If the nearest boundary of the parcel is within one miles of the boundary of the core, or
- If it is contiguous to a parcel in the district the nearest boundary of which is within one mile of the boundary of the core, or
- If the local governing body finds, in consultation with the advisory committee or planning commission, that the parcel not part of the core or within one mile of the boundary of the core contains agriculturally and/or forestally significant land.

As a result of the geographic eligibility guidelines outline in State Code, parcels enrolled in a District, yet not part of the core, can be scattered within a mile radius from the county of the core of the District. (see attachment #3 for a map of Page County’s AFD District)

Evaluation Criteria & Application:

State Code §15.2-4306 articulates the following evaluation criteria to be used for land applying to be enrolled in an AFD:

- The agricultural and forestal significant of land within district and adjacent areas
- The presence of any significant agricultural or forestal land not now in active agricultural or forestal production within district or adjacent to
- Nature and extent of land uses other than active farming or forestry
- Local development patterns and needs
- Comprehensive plan and, if applicable, the zoning regulations
- Environmental benefits of retaining the lands in the district for agricultural and forestal uses
- Any other matter which may be relevant

In judging the agricultural and forestal significance of land, any relevant agricultural or forestal maps may be considered, as well as soil, climate, topography, other natural factors, markets for agricultural and forestal products, the extent and nature of farm structures, the present status of agriculture and forestry, anticipated trends in agricultural economic conditions and such other factors as may be relevant.

The State Code empowers localities to promulgate forms an enact ordinances to effectuate the chapter relative to AFDs. The locality shall prescribe application forms for districts that include but need not be limited to the following:

1. The general location of the district;
2. The total acreage in the district or acreage to be added to an existing district;
3. The name, address and signature of each landowner applying for creation or a district or an addition to an existing district and the acreage each owner owns within the district or addition;
4. The conditions proposed by the applicant;
5. The period before first review proposed by the applicant; and
6. The date of application, date of final action by the local governing body and whether approved, modified or rejected.

The application form shall be accompanied by maps or aerial photographs, or both, prescribed by the locality that clearly show the boundaries of the proposed district and each addition and boundaries of properties owned by each applicant, and any other features as prescribed by the locality.

Role of Agricultural and Forestal District Advisory Committee:

State Code declares that the AFD Advisory Committee shall consist of four landowners who are engaged in agricultural or forestal production, four other landowners of the locality, the Commissioner of Revenue or the local government's chief property assessment officer and a member of the local governing body. The committee shall advise the local planning commission and the local governing body and assist in creating, reviewing, modifying, continuing or terminating districts within the locality. In particular, the committee shall render expert advice as to the nature of farming and forestry and agricultural and forestal resources within the district and their relation to the entire locality. (see attachment #2 for applicant list)

Application Process:

State code declares, upon the receipt of an application for the creation of an AFD or an addition to an existing AFD, or the withdrawal request from an AFD, the program administrator shall refer such application to the AFD Advisory Committee. The AFD Advisory Committee shall review the applications and make recommendations concerning the applications or modifications thereof to the local planning commission.

The planning commission shall hold a public hearing, as prescribed by law, to review applications for creation of an AFD, addition to an existing district or a withdrawal request from an AFD. The planning commission shall report its recommendations to the local governing body including, but not limited to the potential effect of the AFD and proposed modifications upon the locality's planning policies and objectives.

AFD Committee Recommendation:

The committee reviewed the applications and code. They have recommended approval of both.

ISSUES: None

RECOMMENDATION:

At the Planning Commission's June 14th public hearing, it was a vote of 8-0 to recommend approval of the district.

FISCAL IMPACT:

Staff foresees no significant fiscal impact related to this application.

MOTION(S):

1. I move to approve the renewal of the Stonyman Agricultural and Forestal District and amendment to the Page County Code §125-67.

OR

2. I move an alternate motion.

ATTACHMENTS:

1. Page County Code Section 125-67
2. List of Applicants for the AFD
3. Map of the District
4. Advisory Committee

Proposed Code Section §125-67:

(1) The Stonyman Agricultural/Forestral District shall comply with Chapter 125 of the Code of the County of Page and with § 15.2-4300 through § 15.2-4314 (Agricultural and Forestal Districts Act) of the Code of Virginia.

(2) Parcels of land owned by sole owners, co-owners, partnerships, trusts, corporations or limited liability companies shall be eligible for inclusion in this Agricultural and Forestal District as long as all involved owners sign the application indicating their desire that the parcel be included in the District.

(3) No new nonagricultural or nonforestral uses and/or building, including dwellings, shall be permitted, except that the construction of a dwelling for members of the owner's immediate family or for persons who earn a substantial part of their livelihood from agricultural or forestal operations on the same property shall be permitted. The landowner may renovate or enlarge an existing home. Nonfarm buildings that are accessories to the dwelling, including, but not limited to, garage, shed, swimming pool, tennis court and gazebo, are permitted unless there are more restrictive regulations or covenants running with the property.

(4) Parcels of land (as now defined on the Page County Real Estate Maps) within the District may be sold to a nonfamily member during the term of the District. However, the parcel under new ownership shall remain in the District at least until the time of the scheduled District renewal.

(5) Land within the District may be subdivided by purchase or gift to immediate family members in compliance with § 100-3B, Subsection (4) of the definition of "subdivide" of the Code of Page. However, all subdivided parcels shall remain in the District for at least as long as the parent parcel remains in the District.

(6) All included tracts shall be shown as separate parcels on the Page County Real Estate Maps.

(7) Any landowner who is delinquent paying County real estate taxes shall not receive the land use special assessment tax unless they cure such delinquency pursuant to Chapter 105 of the Page County Code, but shall remain in the district for the remaining term.

(8) Any parcel in the district which meets the requirements stated in VA Code §58.1-3233 and Page County Code Chapter 105 may be entitled to receive a special tax assessment based on land use. Parcels that do not meet the requirements may still be included within the district but shall be taxed at the normal tax rate.

(9) There shall be an application fee of \$20.00 per parcel of land for inclusion in this district.

This draft ordinance has been reviewed by legal counsel. Number 8 and 9 are amendments to the ordinance.

§ 125-67. Division I - Stonyman Agricultural and Forestal District.

[Added 2-13-2001; amended 3-18-2008]

- A.** Creation of District. Pursuant to the Agricultural and Forestal Districts Act of the Commonwealth of Virginia, Title 15.2, Chapter 43, Code of Virginia (1950), as amended, and Chapter 125, § 125-6 of the Code of Page County, Virginia, the Stonyman Agricultural/Forestal District (hereinafter referred to as District) is hereby created subject to the conditions and District term set forth in this division and as otherwise provided by § 15.2-4300 through § 15.2-4314 of the Code of Virginia, as amended, the provisions of which, except as specially modified herein, are adopted and incorporated herein by reference.
- B.** Description of District. The Stonyman Agricultural and Forestal District shall consist of the following land: 2,045.23 acres, more or less, generally located south of the intersection of South Antioch Road (Route 689) and Stonyman Road (Route 642), east of the intersection of Stonyman Road (Route 689) and Route 340, north of the intersection of Ida Road (Route 689) and Hollow Run Road (Route 629), which includes the parcels shown on Page County Real Estate Maps, as of the effective date of this District, numbered : 51-A-110, 51-A-111, 51-A-112, 51-A-85B, 51-A-91, 52-A-12, 52-A-20, 52-A-22, 52-A-24, 52-A-24A, 52-A-25, 52A-26B, 52-A-31A, 52-A-32, 52-A-32B, 52-A-36, 52-A-37, 52-A-40, 52-A-42, 52-A-44, 52-A-44A, 52-A-49, 52-A-5, 52-A-50, 52-A-51, 52-A-59, 52-A-60, 52-A-61, 52-A-65A, 52-A-65C, 52-A-65D, 52-A-65H, 52-A-67, 52-A-72C, 52-A-72D, 52-A-77, 52-A-78, 52-A, 79, 52-A-80, 52-A-81, 52-A-92, 52-A-96, 53-4-B, 53-A-112, 53-A-35, 53-A-40, 53-A-71, 53-A-78, 63-4-1, 63-4-2, 63-A-9, 63-A-216, 63-A-225A, 63-A-227, 63-A-228, 63-A-230A, 63-A-230B, 63-A-231, 63-A-232, 63-A-233, 63-A-234, 63-A-253A, 63-A-254, 63-A- 255, 63-A-256, 63-A-257, 63-A-258, 63-A-262, 63-A-266, 63-A-269, 63-A-36, 64-A-107, 64-A-108, 64-A-17, 64-A-1864A-A19, 64-A-24, 64-A-25, 64-A-26, 64-A-27, 64-A-28, 64-A-29, 64-A-30, 64-A-31, 64-A-8, 64-A-9.
- C.** Conditions of District. The Stonyman Agricultural and Forestal District shall comply with the following conditions:

(1) The Stonyman Agricultural/Forestal District shall comply with Chapter 125 of the Code of the County of Page and with § 15.2-4300 through § 15.2-4314 (Agricultural and Forestal Districts Act) of the Code of Virginia.

(2) Parcels of land owned by sole owners, co-owners, partnerships, trusts, corporations or limited liability companies shall be eligible for inclusion in this Agricultural and Forestal District as long as all involved owners sign the application indicating their desire that the parcel be included in the District.

(3) No new nonagricultural or nonforestal uses and/or building, including dwellings, shall be permitted, except that the construction of a dwelling for members of the owner's immediate family or for persons who earn a substantial part of their livelihood from agricultural or forestal operations on the same property shall be permitted. The landowner may renovate or enlarge an existing home. Nonfarm buildings that are accessories to the dwelling, including, but not limited to, garage, shed, swimming pool, tennis court and gazebo, are permitted unless there are more restrictive regulations or covenants running with the property.

(4) Parcels of land (as now defined on the Page County Real Estate Maps) within the District may be sold to a nonfamily member during the term of the District. However, the parcel under new ownership shall remain in the District at least until the time of the scheduled District renewal.

(5) Land within the District may be subdivided by purchase or gift to immediate family members in compliance with § 100-3B, Subsection (4) of the definition of "subdivide" of the Code of Page. However, all subdivided parcels shall remain in the District for at least as long as the parent parcel remains in the District.

(6) All included tracts shall be shown as separate parcels on the Page County Real Estate Maps.

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(8) Any parcel in the district which meets the requirements stated in VA Code §58.1-3233 and Page County Code Chapter 105 may be entitled to receive a special tax assessment based on land use. Parcels that do not meet the requirements may still be included within the district but shall be taxed at the normal tax rate.

(9) There shall be an application fee of \$20.00 per parcel of land for inclusion in this district.

(10) If a renewal application signed by all owners of parcels for inclusion in a renewed district is submitted and accepted by the deadline required, but the Board of Supervisors fails to act on the application by the expiration date of the district, such district, including only those parcels proposed for renewal, shall continue; and all provisions of the district ordinance shall apply until such time as the Board of Supervisors makes its decision whether or not to renew the district as proposed.

D. Term and review of District. The District shall be in effect for an additional 7 years, from April , 2016, to November 1, 2023. A review of the District, including any additions to the District, may be made by the Board of Supervisors as provided by, and in accordance with, §§ 15.2-4309 through 15.2-4312 of the Code of Virginia (1950), as amended.

Numbers 8-10 are newly proposed

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Stonyman Ag/Forestal District Applicants

<u>Applicant</u>	<u>Tax Map #</u>	<u>Acreage</u>	<u>Total Acreage Per Applicant</u>
Roger Houser	63-A-266	4	
	63-A-269	10	
	64-A-9	48.713	
	64-A-17	18.5	
	64-A-18	7.592	
	64-A-19	12.056	
	64-A-24	20	
	64-A-25	11.38	
	64-A-29	10	
	64-A-30	65.144	
	64-A-31	10	
	64-A-107	13.625	
	64-A-108	13	<u>244.01</u>
	Karen Morgan	63-A-36	7
Stehpen & Judy Moyer	53-A-40	6	<u>6</u>
Alice Foltz	52-A-36	126	
	52-A-37	155.3	
	63-A-234	16.4248	
	63-A-256	18.938	<u>316.66</u>
	Dennis & Martha Fleming	63-4-1	2.6
	63-4-2	18.163	
	63-A-254	1.438	
	63-A-255	6.1	
	63-A-257	10	
	63-A-258	6	
	63-A-262	2.925	
	63-A-231	12.427	
	63-A-232	11.362	<u>71.02</u>
Cindy & Neil Amrine	63-A-216	1.879	<u>1.879</u>
Amy Reel Bly	52-A-81	0.75	<u>0.75</u>
Jerry Dovel	52-A-49	4.4	<u>4.4</u>
Thomas & Lynda Minke	52-A-72D	2.019	<u>2.019</u>
Brian & Diane Lookwood	52-A-67	2.85	<u>2.85</u>
Thomas Morrison	52-A-78	4.506	<u>4.59</u>
Hilda Moyer	52-A-96	0.75	<u>0.75</u>
Roger & Margaret Roll	52-A-65D	1.51	<u>1.51</u>
Jason Wilkins	52-A-26B	1.846	
	52-A-65C	1.52	
	52-A-65H	1.77	<u>5.14</u>
Catherine Zickafoose	52-A-92	1.663	<u>1.663</u>
Charles & Florence Turner	51-A-85B	64.219	
	51-A-91	21.419	
	51-A-110	19.63	

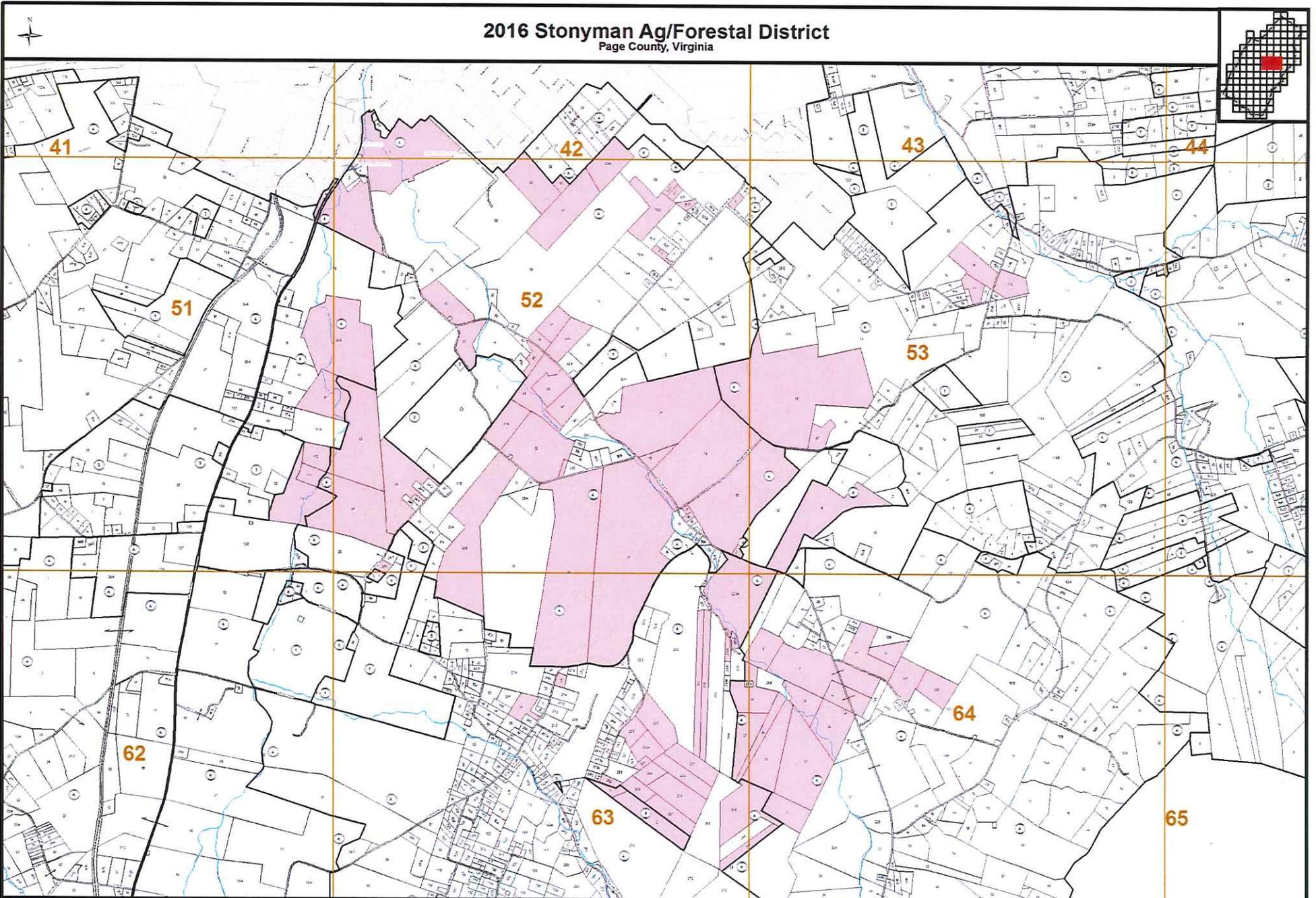
②

	51-A-111	6	
	51-A-112	8.75	
	52-A-22	54.5	
	52-A-24	33.749	
	52-A-24A	1	
	52-A-25	47.206	<u>256.47</u>
Leith & Linda Campbell	63-A-225A	56.05	<u>56.05</u>
The Varner Trust	52-A-77	86.92	<u>86.92</u>
Hilda Wilson	53-A-35	143.5	<u>143.5</u>
Harold & Shirley Thomas	52-A51	8	
	52-A-50	3	<u>11</u>
James Seal	64-A-26	15.473	
	63-A-230A	3	
	63-A-230B	1.188	
	64-A-8	8.25	<u>27.91</u>
Dennis & Nancy Donak	52-A-72C	17.29	
	52-A-40	11	
	52-A-42	10.743	
	52-A-44	19.205	
	52-A-44A	11.853	<u>70.91</u>
Robert & Phelma Jacobsen	53-4-B	45.706	<u>45.706</u>
Charles Weaver	63-A-233	6.2101	
	63-A-253A	8.1904	<u>14.4</u>
Edgar Allen Poe	52-A-12	14.174	<u>14.174</u>
Nelson Clark	52-A-5	101.58	<u>101.58</u>
Jason & Amanda Turner	52-A-31A	15.5	
	52-A-32	48.007	<u>63.51</u>
Amos Cave % Terry Cave	63-A-228	14.25	
	63-A-227	12.5	<u>26.75</u>
David Cave % Terry Cave	52-A-79	78.93	<u>78.93</u>
Franklin & Judith Riley	52-A-59	2.0498	
	52-A-60	21.106	
	52-A-61	33	
	52-A-65A	17.92	<u>74.08</u>
Mary Lee Bryant	52-A-20	8	<u>8</u>
George Comer	64-A-27	12.25	
	64-A-28	15.25	<u>27.5</u>
Jerry & Sue Turner	52-A-32B	75.73	<u>75.73</u>
	63-A-9	4.75	<u>80.48</u>
Countryside Farms LLC	52-A-80	83.7	<u>83.7</u>
Tablert Fox Estate	53-A-112	9.144	
	53-A-71	5.431	
	53-A-78	13.119	<u>27.69</u>

Total Acreage: 2,045.23

2016 Stonyman Ag/Forestal District

Page County, Virginia



- Roads
- Rail
- Streams
- Stonyman Ag/Forestal District
- Lots
- Double Circle
- Inserts
- Tax Map

1:36,000
SCALE IN FEET
0 1,000 2,000 3,000 4,000

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March 2016
Page County, Building and Zoning
Department of GIS



Stonyman Ag/Forestal District Advisory Committee 2016

Johnnie Housden
PO Box 275
Stanley, VA 22851

Paul Kinser
4430 Farmview Road
Stanley, VA 22851

Harry Louderback
1001 Old Farm Road
Shenandoah, VA 22849

Eugene Fox
2488 Kimball Road
Luray, VA 22835

Nancy Donak
1606 Stonyman Road
Luray, Va 22835

Cheryl Vile
2329 Mill Creek Road
Luray, VA 22835

Eric Croft
1990 Honeyville Road
Stanley, Va 22851

Jenny Knight
226 Heather Drive
Stanley, Va 22851

David Wiatrowski
21 Meadow Ln
Luray, Va 22835

Becky Smith, COR
103 S Court Street
Luray, VA 22835

Attachment (14)

TO: Chairman Woodward and Board of Supervisors
FROM: Amity Moler, County Administrator
SUBJECT: Contract for IT Services
DATE: June 14, 2016

SUMMARY

Page County began using Form Networks (formerly Valley Automation) for IT services in FY 11. Since that time, our servers, computers, printers and email, have been better maintained with fewer operation hours lost, than with previous vendors. We did issue an RFP for IT services, not because the County was not pleased with the service, but because we had no contract with Form Networks. The County received only one proposal, which was from Form Networks. The proposal gives three options: 1. Annual Contract for one year at a cost of \$65,000; 2. 3 year contract at a cost of \$60,000 per year; 3. Hourly rates for service of \$75 per hour for IT support, \$65 per hour for cabling, \$125 per hour for engineering.

RECOMMENDATION

I recommend the three year contract at a rate of \$60,000 per year, to include unlimited maintenance, updates and evaluation of all PC's and services, unlimited 24 hour support services, equipment installation and continued onsite/remote assistance and troubleshooting. We are currently paying \$60 per hour for their maintenance services and have spent, to date, the amount for one year of the three year term. The hourly rates will increase, as listed above, July 1, 2016 if we continue without a contract.

ISSUES

N/A

ALTERNATIVES

Continue on an hourly basis with higher rates and increased expenditures.

FISCAL IMPACT

None

MOTION

I move to approve a three year contract with Form Networks, at a rate of \$60,000 per year, for IT Services.

ATTACHMENT(S)

Form Networks proposal



OPTION A - CONTRACT

- Unlimited maintenance, updates and evaluation of all PC's and servers
- Unlimited 24 hour support service
- Equipment installation
- Continued onsite / remote assistance and troubleshooting

We guarantee a response time of four hours or less, including remote support. The typical response time for our customers is less than one hour using our support email (help@formnetworks.com). With a mix of onsite and online support possibilities, we are able to react very quickly to our customer's needs.

Form Networks is pleased to propose a rate of **\$65,000.00** (Sixty-Five Thousand Dollars) per year to provide the services listed above for a term of **one** year.

A rate of **\$60,000.00** (Sixty Thousand Dollars) per year is offered to provide the services listed above for a term of **three** years.

Form Networks reserves the right to renegotiate this agreement at the end of each year. Agreement modifications are negotiable per customer request.

Contract services for the County of Page would **not** include:

- The purchase of any hardware or software, including but not limited to, computers, printers, ink, toner, peripheral equipment or antivirus and firewall software.
- Services considered as projects or are outside the scope of normal day-to-day support services such as camera systems, access control, structured cabling, fiber installation, new building construction or the electronic poll book support.
- Contracts with current IT vendors, including but not limited to: Shoretel, Brite, HTE, IBM, Ricoh, Apptix Email.
- Installation of IT equipment not purchased through Form Networks.

All non-contract services are invoiced separately and accordingly.



OPTION B - HOURLY

All IT support and services will be billed on an hourly basis at the following rates:

Service	Hourly Rate
IT Support	\$75
Cabling	\$65
Engineering	\$125

TO: Chairman Woodward and Board of Supervisors
FROM: Amity Moler, County Administrator
SUBJECT: Changes to The Freedom of Information Act effective July 1
DATE: June 14, 2016

SUMMARY

Starting July 1, 2016 HB 818 requires local public bodies with a population greater than 250 to post a FOIA rights and responsibilities document on their public government website. The bill also requires all local public bodies that are subject to FOIA to designate and identify contact information for a least one FOIA officer whose responsibility is to serve as point of contact for members of the public in requesting public records and to coordinate the public body's compliance with the provisions of FOIA. The FOIA officer must possess specific knowledge of the provisions of FOIA and be trained at least annually by legal counsel for the public body, or by the Virginia Freedom of Information Advisory Council.

RECOMMENDATION

I recommend designating Regina Miller, Assistant to the County Administrator, as Page County's FOIA Officer. Ms. Miller is very knowledgeable on the subject of FOIA, its regulations, and has been the unofficial "Officer" for years.

ISSUES

N/A

ALTERNATIVES

N/A

FISCAL IMPACT

None

MOTION

I move to designate Regina Miller as Page County's FOIA Officer to serve as the point of contact for citizen requests of public records and to coordinate Page County's compliance with the provisions of FOIA.

VIRGINIA ACTS OF ASSEMBLY -- 2016 RECONVENED SESSION

CHAPTER 748

An Act to amend and reenact § 2.2-3704.1 of the Code of Virginia and to amend the Code of Virginia by adding a section numbered 2.2-3704.2, relating to the Virginia Freedom of Information Act; designation of FOIA officer; posting of FOIA rights and responsibilities.

[H 818]

Approved April 20, 2016

Be it enacted by the General Assembly of Virginia:

1. That § 2.2-3704.1 of the Code of Virginia is amended and reenacted and that the Code of Virginia is amended by adding a section numbered 2.2-3704.2 as follows:

§ 2.2-3704.1. Posting of notice of rights and responsibilities by state and local public bodies; assistance by the Freedom of Information Advisory Council.

A. All state public bodies created in the executive branch of state government and subject to the provisions of this chapter and any county or city, and any town with a population of more than 250, shall make available the following information to the public upon request and shall post such information on a link to such information on the homepage of their respective public government websites:

1. A plain English explanation of the rights of a requester under this chapter, the procedures to obtain public records from the public body, and the responsibilities of the public body in complying with this chapter. For purposes of this section, "plain English" means written in nontechnical, readily understandable language using words of common everyday usage and avoiding legal terms and phrases or other terms and words of art whose usage or special meaning primarily is limited to a particular field or profession;

2. Contact information for the ~~person~~ FOIA officer designated by the public body pursuant to § 2.2-3704.2 to (i) assist a requester in making a request for records or (ii) respond to requests for public records;

3. A general description, summary, list, or index of the types of public records maintained by such state public body;

4. A general description, summary, list, or index of any exemptions in law that permit or require such public records to be withheld from release;

5. Any policy the public body has concerning the type of public records it routinely withholds from release as permitted by this chapter or other law; and

6. The following statement: "A public body may make reasonable charges not to exceed its actual cost incurred in accessing, duplicating, supplying, or searching for the requested records. No public body shall impose any extraneous, intermediary, or surplus fees or expenses to recoup the general costs associated with creating or maintaining records or transacting the general business of the public body. Any duplicating fee charged by a public body shall not exceed the actual cost of duplication. All charges for the supplying of requested records shall be estimated in advance at the request of the citizen as set forth in subsection F of § 2.2-3704 of the Code of Virginia."

B. The Freedom of Information Advisory Council, created pursuant to § 30-178, shall assist in the development and implementation of the provisions of subsection A, upon request.

§ 2.2-3704.2. Public bodies to designate FOIA officer.

A. All state public bodies, including state authorities, that are subject to the provisions of this chapter and all local public bodies that are subject to the provisions of this chapter, shall designate and publicly identify one or more Freedom of Information Act officers (FOIA officer) whose responsibility is to serve as a point of contact for members of the public in requesting public records and to coordinate the public body's compliance with the provisions of this chapter.

B. For such state public bodies, the name and contact information of the public body's FOIA officer to whom members of the public may direct requests for public records and who will oversee the public body's compliance with the provisions of this chapter shall be made available to the public upon request and be posted on the respective public body's website at the time of designation and maintained thereafter on such website for the duration of the designation.

C. For such local public bodies, the name and contact information of the public body's FOIA officer to whom members of the public may direct requests for public records and who will oversee the public body's compliance with the provisions of this chapter shall be made available in a way reasonably calculated to provide notice to the public, including posting at the public body's place of business, posting on its website, or including such information in its publications.

D. For the purposes of this section, local public bodies shall include constitutional officers.

E. Any such FOIA officer shall possess specific knowledge of the provisions of this chapter and be

trained at least annually by legal counsel for the public body or the Virginia Freedom of Information Advisory Council.

Rights & Responsibilities:

The Rights of Requesters and the Responsibilities of [the Department] under the Virginia Freedom of Information Act

The Virginia Freedom of Information Act (FOIA), located § 2.2-3700 et seq. of the Code of Virginia, guarantees citizens of the Commonwealth and representatives of the media access to public records held by public bodies, public officials, and public employees.

A public record is any writing or recording -- regardless of whether it is a paper record, an electronic file, an audio or video recording, or any other format -- that is prepared or owned by, or in the possession of a public body or its officers, employees or agents in the transaction of public business. All public records are presumed to be open, and may only be withheld if a specific, statutory exemption applies.

The policy of FOIA states that the purpose of FOIA is to promote an increased awareness by all persons of governmental activities. In furthering this policy, FOIA requires that the law be interpreted liberally, in favor of access, and that any exemption allowing public records to be withheld must be interpreted narrowly.

Your FOIA Rights

- You have the right to request to inspect **or** receive copies of public records, or both.
- You have the right to request that any charges for the requested records be estimated in advance.
- If you believe that your FOIA rights have been violated, you may file a petition in district or circuit court to compel compliance with FOIA. Alternatively, you may contact the FOIA Council for a nonbinding advisory opinion.

Making a Request for records from [the Department]

- You may request records by U.S. Mail, fax, e-mail, in person, or over the phone. FOIA does not require that your request be in writing, nor do you need to specifically state that you are requesting records under FOIA.

- From a practical perspective, it may be helpful to both you and the person receiving your request to put your request in writing. This allows you to create a record of your request. It also gives us a clear statement of what records you are requesting, so that there is no misunderstanding over a verbal request. However, we cannot refuse to respond to your FOIA request if you elect to not put it in writing.
- Your request must identify the records you are seeking with "reasonable specificity." This is a common-sense standard. It does not refer to or limit the volume or number of records that you are requesting; instead, it requires that you be specific enough so that we can identify and locate the records that you are seeking.
- Your request must ask for existing records or documents. FOIA gives you a right to inspect or copy **records**; it does not apply to a situation where you are asking general questions about the work of [the Department], nor does it require [the Department] to create a record that does not exist.
- You may choose to receive electronic records in any format used by [the Department] in the regular course of business.
 - For example, if you are requesting records maintained in an Excel database, you may elect to receive those records electronically, via e-mail or on a computer disk, or to receive a printed copy of those records
- If we have questions about your request, please cooperate with staff's efforts to clarify the type of records that you are seeking, or to attempt to reach a reasonable agreement about a response to a large request. Making a FOIA request is not an adversarial process, but we may need to discuss your request with you to ensure that we understand what records you are seeking.

To request records from [the Department], you may direct your request to [FOIA Officer]. She can be reached at [Contact information: name, address, phone, fax, e-mail]. You may also contact her with questions you have concerning requesting records from [the Department]. In addition, the Freedom of Information Advisory Council is available to answer any questions you may have about FOIA. The Council may be contacted by e-mail at foiacouncil@dls.virginia.gov, or by phone at (804) 225-3056 or [toll free] 1-866-448-4100.

[The Department's] Responsibilities in Responding to Your Request

- [The Department] must respond to your request within five working days of receiving it. "Day One" is considered the day after your request is received. The five-day period does not include weekends or holidays.

- The reason behind your request for public records from [the Department] is irrelevant, and you do not have to state why you want the records before we respond to your request. FOIA does, however, allow [the Department] to require you to provide your name and legal address.
- FOIA requires that [the Department] make one of the following responses to your request within the five-day time period:
 - 1) We provide you with the records that you have requested in their entirety.
 - 2) We withhold all of the records that you have requested, because all of the records are subject to a specific statutory exemption. If all of the records are being withheld, we must send you a response in writing. That writing must identify the volume and subject matter of the records being withheld, and state the specific section of the Code of Virginia that allows us to withhold the records.
 - 3) We provide some of the records that you have requested, but withhold other records. We cannot withhold an entire record if only a portion of it is subject to an exemption. In that instance, we may redact the portion of the record that may be withheld, and must provide you with the remainder of the record. We must provide you with a written response stating the specific section of the Code of Virginia that allows portions of the requested records to be withheld.
 - 4) We inform you in writing that the requested records cannot be found or do not exist (we do not have the records you want). However, if we know that another public body has the requested records, we must include contact information for the other public body in our response to you.
 - 5) If it is practically impossible for [the Department] to respond to your request within the five-day period, we must state this in writing, explaining the conditions that make the response impossible. This will allow us seven additional working days to respond to your request, giving us a total of 12 working days to respond to your request.
- If you make a request for a very large number of records, and we feel that we cannot provide the records to you within 12 working days without disrupting our other organizational responsibilities, we may petition the court for additional time to respond to your request. However, FOIA requires that we make a reasonable effort to reach an agreement with you concerning the production of the records before we go to court to ask for more time.

Costs

- A public body may make reasonable charges not to exceed its actual cost incurred in accessing, duplicating, supplying, or searching for the requested records. No public body shall impose any extraneous, intermediary, or surplus fees or expenses to recoup the general costs associated with creating or maintaining records or transacting the general business of the public body. Any duplicating fee charged by a public body shall not exceed the actual cost of duplication. All charges for the supplying of requested records shall be estimated in advance at the request of the citizen as set forth in subsection F of § 2.2-3704 of the Code of Virginia.
- You may have to pay for the records that you request from [the Department]. FOIA allows us to charge for the actual costs of responding to FOIA requests. This would include items like staff time spent searching for the requested records, copying costs, or any other costs directly related to supplying the requested records. It cannot include general overhead costs.
- If we estimate that it will cost more than \$200 to respond to your request, we may require you to pay a deposit, not to exceed the amount of the estimate, before proceeding with your request. The five days that we have to respond to your request does not include the time between when we ask for a deposit and when you respond.
- You may request that we estimate in advance the charges for supplying the records that you have requested. This will allow you to know about any costs upfront, or give you the opportunity to modify your request in an attempt to lower the estimated costs.
- If you owe us money from a previous FOIA request that has remained unpaid for more than 30 days, [the Department] may require payment of the past-due bill before it will respond to your new FOIA request.

Types of records

The following is a general description of the types of records held by [the Department]:

- Personnel records concerning employees and officials of [the Department]
- Records of contracts which [the Department] has entered into
- [Fill in additional entries as appropriate for your agency or locality.]

If you are unsure whether [the Department] has the record(s) you seek, please contact [FOIA Officer] directly at [Contact information: name, address, phone, fax, e-mail].

Commonly used exemptions

The Code of Virginia allows any public body to withhold certain records from public disclosure. [The Department] commonly withholds records subject to the following exemptions:

- Personnel records (§ 2.2-3705.1 (1) of the Code of Virginia)
- Records subject to attorney-client privilege (§ 2.2-3705.1 (2)) or attorney work product (§ 2.2-3705.1 (3))
- Vendor proprietary information (§ 2.2-3705.1 (6))
- Records relating to the negotiation and award of a contract, prior to a contract being awarded (§ 2.2-3705.1 (12))
- [Fill in additional entries as appropriate for your agency.]

Policy regarding the use of exemptions

State any written policy your agency may have regarding when statutory exemptions will be invoked to withhold records. For example:

- The general policy of [the Department] is to invoke the personnel records exemption in those instances where it applies in order to protect the privacy of employees and officials of [the Department].
- The general policy of [the Department] is to invoke the contract negotiations exemption whenever it applies in order to protect [the Department's] bargaining position and negotiating strategy.
- [Fill in additional entries as appropriate for your agency.]



COUNTY OF PAGE

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Board of Supervisors:

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D. Keith Guzy, Jr. – District 1
David Wiatrowski – District 2
Mark Stroupe – District 3
Larry Foltz – District 4
Dorothy F. Pendley – District 5

County Administrator:

Amity Moler

TO: Chairman Woodward and Board of Supervisors
THRU: Amity Moler, County Administrator
FROM: Ben Blevins, Budget Officer
SUBJECT: FY 16 Budget Changes
DATE: June 21, 2016

SUMMARY:

The Page County Sheriff's Office receives additional funding from the Commonwealth of Virginia for assets seized by their office. Additionally, the Page County School Board is requesting re-appropriation and transfer of funds for current funding categories.

RECOMMENDATIONS:

1. Staff recommends appropriation of State Asset Forfeiture funds to the Page County Sheriff's Office in the amount of \$5,663 for the use of supplies in Investigations.
 2. Staff recommends re-appropriation of funds to the Page County School Board in the amount of \$100,000 from the category Instruction to Transportation due to additional expenditures for equipment and materials. In addition, staff recommends the fund transfer of \$77,450 from the School Insurance Fund to Fund 6 to cover expenditures for the Health and Sciences Building at the Page County Technical Center.
-

BACKGROUND:

1. **State Asset Forfeiture** – The Page County Sheriff's Office is requesting funds from the Commonwealth of VA in the amount of \$5,663 for the use of supplies in Investigations.
2. **Re-appropriation and Transfer Funding for FY 16** – The Page County School Board is requesting funds to be re-appropriated from Instruction to Transportation in the amount of \$100,000 to cover additional expenditures for equipment and materials. In addition, a

fund transfer of \$77,450 is being requested from the School Insurance Fund to Fund 6 to cover expenditures for the Health and Sciences Building at the Page County Technical Center.

ISSUES:

None.

ALTERNATIVES:

None.

FISCAL IMPACT:

This appropriation will increase the budget in the amount of \$5,663.

This re-appropriation and transfer will increase or decrease the categories specified in the Page County School Board's resolutions in the amount of \$177,450. This action will have no fiscal impact (increase or decrease) on the budget.

MOTION(S)

1. I move to approve the State Asset Forfeiture request by appropriating the amount of \$5,663.
2. I move to approve the re-appropriation and transfer of funds in the amount of \$177,450 to the categories specified in the Page County School Board's resolutions.

ATTACHMENTS:

1. Letter of request for State Asset Forfeiture appropriation.
2. Letter of request for re-appropriation of FY 16 funds.
3. Letter of request for fund transfers.

Motion: I move to budget and appropriate the requested amounts as detailed in the attachments to this agenda item.

Or

Alternate Motion: I move to transfer or budget and appropriate the requested amounts as detailed in the attachments to this agenda item except for item(s) ____ .

AGENDA BOARD OF SUPERVISORS June 21, 2016

SUBJECT: 15/16 Budget Changes

RECOMMENDATION:

FISCAL IMPLICATIONS: The budget and appropriation requests total \$5,663.

DISCUSSION: None

TIMING: Routine

POLICY IMPLICATIONS: Increase FY 16 budget by \$5,663.

STAFF: _____
Finance Department

Attachments: Requests for Budget Changes spreadsheet and supporting documentation



Accredited Law Enforcement Agency



PAGE COUNTY SHERIFF'S OFFICE

CHAD W. CUBBAGE, SHERIFF • JOHN P. BAKER, MAJOR

To: Ben Blevins, Budget Officer

From: Chad W. Cubbage, Sheriff

Date: June 3, 2016

Subject: State Asset Forfeiture Appropriation

Please appropriate the State Asset Forfeiture from Revenue Line #101-0000-324.04-01 to Investigations State Asset Forfeiture expenditure line #3121-431-5809, the amount of \$5,662.52 (see attached).

Sincerely,

A handwritten signature in cursive script, appearing to read "Chad W. Cubbage".

Chad W. Cubbage, Sheriff
Page County Sheriff's Office

FY15/16 State Asset Forfeiture

Number	Date	Description of Transaction	C Debit (-)	Credit (+)	Balance
	6/30/15	FY15 Balance \$9221.68		\$0.00	\$0.00
	7/1/15	Revenue Estimate \$5,000		\$5,000.00	\$5,000.00
	8/6/15	Carryover per Ben Blevins		\$3,295.00	\$8,295.00
	4/1/16	Carryover Adjustment		\$927.00	\$9,222.00
	3/28/16	Form Networks	\$945.54		\$8,276.46
	4/1/16	Sirchie / Flashlights	\$647.43		\$7,629.03
	4/11/16	Form Networks	\$2,638.21		\$4,990.82
	7/23/15	DCJS 14-FS29709 Stephanie Miller		\$53.30	\$5,044.12
	8/6/15	Docket #CR12F00288 Philip A. Good		\$296.25	\$5,340.37
	8/7/15	DCJS 15-FS09920 Flores - 15-FS09054 Flores		\$1,509.71	\$6,850.08
	9/1/15	DCJS 15-FS11409 Cody L. Northcraft		\$251.59	\$7,101.67
	10/7/15	DCJS 13-FS25507 Luna - 15-FS14781 Hillyard		\$89.31	\$7,190.98
	10/19/15	DCJS 14-FS22103 Chavez-14-FS29708 Gibson		\$229.31	\$7,420.29
	12/1/15	DCJS 14-FS21902 Mark E. Shifflett, Jr.		\$39.63	\$7,459.92
	12/15/15	DCJS 15-FS20512 Mark Antony R. Elliott		\$550.00	\$8,009.92
	12/30/15	DCJS 15-FS09919 Travis B. Newcome		\$783.68	\$8,793.60
	3/9/16	DCJS 16-FS25395, 16-FS32096, 13-FS21311		\$395.36	\$9,188.96
	3/14/16	DCJS 15-FS31413 Shank 16-FS35248 Woods		\$133.41	\$9,322.37
	3/23/16	DCJS 14-FS24808 Hernandez 16-FS05591		\$257.80	\$9,580.17
	4/7/16	DCJS 15-FS06323 Ronnie E. Perkins, Jr.		\$599.15	\$10,179.32

**RESOLUTION TO
THE PAGE COUNTY BOARD OF SUPERVISORS
FOR RE-APPROPRIATION OF FY 2016 FUNDS**

WHEREAS, the Board of Supervisors approved on April 23, 2015 with resolution #2015-05 the categorical funding of the school budget for fiscal year 2015-2016;

WHEREAS, the Page County School Board will exceed the approved 2015-2016 fiscal year budget in the category of Transportation due to additional expenditures for equipment and materials;

NOW, THEREFORE BE IT RESOLVED, that the Page County School Board does hereby request that the Page County Board of Supervisors re-appropriate additional monies in the amount of \$100,000.00 from instruction to transportation for the fiscal year 2015-2016 budget:

<u>Category</u>	<u>Approved Appropriations</u> <u>05/17/2016</u>	<u>Requested Reduction/Addition</u>	<u>Re-appropriation Amount</u>
Instruction	\$25,250,688	(\$100,000)	\$25,150,688
Transportation	\$ 2,067,793	\$100,000	\$ 2,167,793

This is to certify that the foregoing resolution was authorized by the Page County School Board on Thursday, June 16, 2016.

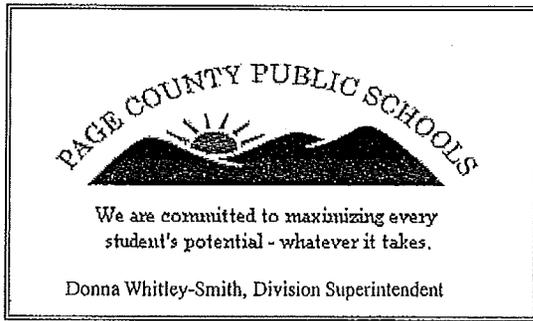


Morgan Phenix, Chairman
Page County School Board

ATTEST:



Linda Breeden-Wallace, Clerk
Page County School Board



735 West Main Street • Luray, Virginia 22835
phone: (540) 743-6533 • fax: (540) 743-7784
e-mail: pcps@pagecounty.k12.va.us

Morgan S. Phenix, Chairman-At-Large
Jackie Sullivan-Smoot, Vice Chairman, District 5
Shawn Printz, District 4

Sharon Lucas, District 3
Randy J. Bailey, District 1
Rolf Gubler, District 2

REQUEST FOR FUND TRANSFER

The resolution to adopt the FY 2015-2016 school budget (#2015-03) included the appropriation of the School Health Insurance Fund in the amount of \$637,000. With this request for fund transfer, the Page County School Board is asking for approval from the Page County Board of Supervisors to transfer monies from the School Health Insurance Fund to the county account to cover the following expenditures for the Health and Sciences Building at the Page County Technical Center. The following warrants will be written from Fund 6, which will not increase the school operating budget appropriations or revenues for FY 2015-2016. Monies for the expenditures will be transferred from the School Health Insurance Fund into the county account. This will allow for reimbursement of these funds to be paid directly to the School Health Insurance Fund.

WARRANTS TO BE ISSUED FROM FUND 6

Dink's Construction - \$ 3,450.00
J. Rex Burner - \$74,000.00

FUND 6 TOTAL.....\$77,450.00

AMOUNT TO BE TRANSFERRED FROM INSURANCE FUND...\$77,450.00

This is to certify that the above transfer request was authorized by the Page County School Board on Thursday, June 16, 2016.

Morgan Phenix, Chairman
Page County School Board

Linda Breeden-Wallace, Clerk
Page County School Board

An Equal Opportunity Employer

The Page County School Board does not discriminate on the basis of race, color, national origin, age, religion, marital status, disability or sex in its education programs or employment.



COUNTY OF PAGE

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Mark Stroupe – District 3
Larry Foltz – District 4
Dorothy Pendley – District 5

County Administrator:

Amity Moler

TO: Chairman Woodward and Board of Supervisors
FROM: Regina Miller, Assistant to the County Administrator
THRU: Amity Moler, County Administrator
SUBJECT: Board and Commission Appointments
DATE: June 17, 2016

SUMMARY:

Appointments need to be made to the following: Lord Fairfax Community College Board and Social Services Board (District 2).

Lord Fairfax Community College Board:

The term of Bruce Short expires on June 30th on the LFCC College Board. He has been recommended for reappointment to a second four year term by the College and is willing to continue serving.

Motion:

I move to appoint _____ to the Lord Fairfax Community College Board for a four year term from July 1, 2016 through June 30, 2020.

Social Services Board:

The term of Janyce Sletten (District 2) expires on June 30th on the Social Services Board. She is eligible to serve another four year term.

Motion:

I move to appoint _____ to the Social Services Board, as the District 2 representative, for a four year term from July 1, 2016 through June 30, 2020.



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Mark Stroupe – District 3
Larry Foltz – District 4
Dorothy F. Pendley – District 5

County Administrator:

Amity Moler

TO: Chairman Woodward and Board of Supervisors

FROM: Amity Moler, County Administrator

SUBJECT: Consent Agenda

DATE: June 17, 2016

SUMMARY:

The Consent Agenda is a part of the Board's regular meeting agenda, which includes the financial reports, accounts payable and payroll, the meeting minutes for the prior month, and any other items, which would not require discussion.

RECOMMENDATION:

Approval of the Consent Agenda.

BACKGROUND:

The purpose of the Consent Agenda is to provide a method for the expeditious handling of items, which will not require discussion by the Board. The Code of Virginia requires the Board of Supervisors to approve accounts payable and payroll checks as well as payroll related electronic fund transfers. According to the Board's Rules of Procedure, all warrants must be presented to the Board of Supervisors for action as a consent agenda item at their regular meeting.

FISCAL IMPACT:

The accounts payable checks, payroll checks, payroll direct deposit, and payroll tax electronic fund transfers totaled \$1,427,332.67 for the month of May.

MOTION(S):

I move to approve the Consent Agenda as follows:

- Financial reports for the period of May 1-31, 2016;
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$1,427,332.67 for the month of May 2016;
- Minutes of May 3, 2016 and May 17, 2016.

ATTACHMENT(S):

1. Financial Reports for May 1-31, 2016 (provided separately)
2. Warrant Report for May 1-31, 2016

3. Payroll Warrant Report, dated May 6, 2016
4. Payroll Warrant Report, dated May 20, 2016
5. Board of Supervisors Minutes for May 3, 2016 and May 17, 2016

MOTION: I move to accept the Financial Reports for the period May 1 – May 31, 2016.

AGENDA

BOARD OF SUPERVISORS

June 21, 2016

SUBJECT: Financial Reports

ISSUE: Approval by the Board of Supervisors of monthly Financial Reports in accordance with county policy and the Code of Virginia.

RECOMMENDATION: Approval

FISCAL IMPLICATIONS: These are summaries of all fiscal activity for the month.

TIMING: Routine

POLICY IMPLICATIONS: None

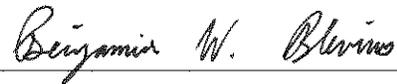
DISCUSSION: The County's budget ended the month with an unencumbered balance of \$8,755,063.01. The general fund accounts for \$3,311,585.28 of the unencumbered amount.

The county's cash and investment portfolio equaled \$7,021,279.56 at the end of the month.

*Numbers were submitted based on reports generated by the computer and by a study of reports submitted in prior months by the Budget Officer.

STAFF:





ATTACHMENTS: Summary of Revenue and Expenditures
Balance Sheet
Departmental Expenditures

MOTION: I move to approve accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic funds transfers, which total \$1,427,332.67 as detailed in the discussion section and the supporting warrant lists.

AGENDA

BOARD OF SUPERVISORS

June 21, 2016

SUBJECT: Warrant Lists

ISSUES: State law requires the Board of Supervisors to approve accounts payable and payroll checks as well as payroll related electronic funds transfers.

RECOMMENDATION: Approval.

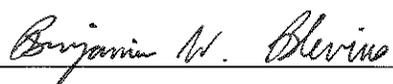
FISCAL IMPLICATIONS: This action is necessary to fulfill the County's financial obligations to vendors and employees.

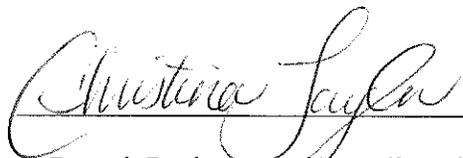
TIMING: Routine.

POLICY IMPLICATIONS: This action complies with the policy that was set by the Board of Supervisors as to the payment of invoices, payroll, etc.

DISCUSSION:

	Beginning Check #	Ending Check #	Amount
Payroll Checks dated May 6, 2016	231445	231473	18,171.38
Direct Deposits			163,157.09
Tax Electronic Transfers			62,257.26
Payroll Checks dated May 20, 2016	231474	231501	17,820.19
Direct Deposits			155,395.55
Tax Electronic Transfers			57,731.14
Accounts Payable -5/1/16 through 5/31/16	186855	187220	833,650.21
Electronic Transfers	91553	91560	119,149.85
TOTAL			\$1,427,332.67





ATTACHMENTS: Warrant Lists, Check Registers, Direct Deposit Registers, and Payroll Register summary pages, which details the Tax Electronic Transfer.

Warrant Report
May 1, 2016
through
May 31, 2016

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
05/06/2016	91553	TREASURER OF VA. - VRS	256	14,233.92
05/18/2016	91554	SUNTRUST BANK	3632	26,954.93
05/18/2016	91555	USDA RURAL DEVELOPMENT	2751	10,430.00
05/18/2016	91556	USDA RURAL DEVELOPMENT	2751	39,870.00
05/18/2016	91557	USDA RURAL DEVELOPMENT	2751	11,585.00
05/18/2016	91558	USDA RURAL DEVELOPMENT	2751	3,663.00
05/18/2016	91559	USDA RURAL DEVELOPMENT	2751	3,663.00
05/06/2016	91560	M & W PRINTERS, INC.	380	8,750.00
05/06/2016	186855	ADVANCE AUTO PARTS	2956	20.00
05/06/2016	186856	WILLIAM W. ALESHIRE	69	80.00
05/06/2016	186857	ALL IN ONE CONSTRUCTION SERV,	4492	25.00
05/06/2016	186858	ALLIED PORTABLE TOILETS	2988	150.00
05/06/2016	186859	AMBULANCE MEDICAL BILLING	4470	618.22
05/06/2016	186860	AMERICAN FAMILY LIFE ASSURANCE	270	1,141.63
05/06/2016	186861	AMERIGAS	3494	258.13
05/06/2016	186862	ANTHEM BLUE CROSS BLUE SHIELD	276	73,990.50
05/06/2016	186863	APPLE VALLEY SCALE COMPANY	3332	324.00
05/06/2016	186864	MARY ANN ARRINGTON	645	120.00
05/06/2016	186865	AT&T MOBILITY	3037	45.62
05/06/2016	186866	ATOMS MENTORING	4379	4,565.00
05/06/2016	186867	AUTOZONE INC.	2703	73.25
05/06/2016	186868	BEN MEADOWS	3913	201.88
05/06/2016	186869	HERBERT L. BESKIN, TRUSTEE	4412	280.00
05/06/2016	186870	BIG L TIRE	4079	27.69
05/06/2016	186871	BLAUCH BROTHERS, INC.	786	242.27
05/06/2016	186872	JOYCE BURKE	371	104.00
05/06/2016	186873	FAITH CARLSON	4141	40.00
05/06/2016	186874	CARTER MACHINERY CO., INC.	2346	24,669.08
05/06/2016	186875	CAVALIER EQUIPMENT CORPORATION	3684	562.14
05/06/2016	186876	CENTRAL TIRE CORPORATION	4271	817.22
05/06/2016	186877	CENTURYLINK	3616	7,715.12
05/06/2016	186878	COMCAST	2892	263.86
05/06/2016	186879	CASSIE COMER	4313	125.00
05/06/2016	186880	CRAV	1994	120.00
05/06/2016	186881	CORRECTIONAL PEACE OFFICERS FO	2605	7.50
05/06/2016	186882	PETER J. CREATURE, JR.	4138	120.00
05/06/2016	186883	CROSSROADS COUNSELING CENTER I	4073	1,970.00
05/06/2016	186884	D.R.'S QUICK STOP	47	205.00
05/06/2016	186885	DAILY NEWS-RECORD	48	519.25
05/06/2016	186886	GLENROSE DAMERON	368	120.00
05/06/2016	186887	DEPARTMENT OF SOCIAL SERVICES	1545	102.05
05/06/2016	186888	DICK MYERS CHRYSLER,DODGE,JEEP	3275	1,462.60
05/06/2016	186889	DILLON SUPPLY COMPANY	447	890.27
05/06/2016	186890	DOMINION VIRGINIA POWER	255	40.82
05/06/2016	186891	DRAPER ADEN ASSOCIATES	1664	5,323.20
05/06/2016	186892	EMERGENCY MEDICAL PRODUCTS INC	2032	211.54
05/06/2016	186893	ENDLESS POSSIBILITIES THERAPEU	4380	1,100.00
05/06/2016	186894	FLOWERS BAKING CO. OF LYNCHBUR	59	396.55
05/06/2016	186895	FORM NETWORKS LLC	4242	7,144.98
05/06/2016	186896	COUNTY OF FREDERICK, TREASURER	3152	11.94
05/06/2016	186897	FULL SOURCE, LLC	4356	314.98

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
05/06/2016	186898	GENERAL SALES OF VIRGINIA, INC	4488	1,096.08
05/06/2016	186899	GRAFTON SCHOOL, INC.	1721	13,805.00
05/06/2016	186900	LINDA GRAY	4474	180.22
05/06/2016	186901	JACQUELINE E. GREEN	4137	48.00
05/06/2016	186902	HAGEMEYER NORTH AMERICA, INC	4392	65.60
05/06/2016	186903	HARBOR POINT BEHAVIORAL HEALTH	3315	2,295.00
05/06/2016	186904	EVELYN A. HARVEY	4139	72.00
05/06/2016	186905	BRENDA C. HILLIARD	781	120.00
05/06/2016	186906	HOLTZMAN OIL CORP	1167	2,744.49
05/06/2016	186907	BRIAN HUGHES	4490	50.00
05/06/2016	186908	HUGHESNET	4286	105.93
05/06/2016	186909	J REX BURNER CO.	22	1,027.35
05/06/2016	186910	JME ELLSWORTH CO., INC	4489	799.33
05/06/2016	186911	JOHN E. REID AND ASSOCIATES, I	4435	550.00
05/06/2016	186912	MARY E. JOHNSON	513	128.00
05/06/2016	186913	JESSICA KARNES	4269	1,358.00
05/06/2016	186914	KEYSTONE NEWPORT NEWS, LLC	4246	2,760.00
05/06/2016	186915	SUE C. KEYTON	947	120.00
05/06/2016	186916	OTIS R. LAM, JR.	1467	120.00
05/06/2016	186917	LANCASTER ENTERPRISES	139	14.11
05/06/2016	186918	LANGUAGE LINE SOLUTIONS	1388	4.82
05/06/2016	186919	LD&B INSURANCE & FINANCIAL SER	4135	788.29
05/06/2016	186920	LEGAL DIRECTORIES PUBLISHING C	3816	8.75
05/06/2016	186921	LORD FAIRFAX EMS COUNCIL	141	31.00
05/06/2016	186922	JOSEPH LUCAS	4398	520.00
05/06/2016	186923	KIMBERLY M. LUCAS	4458	1,582.00
05/06/2016	186924	LURAY CAR CARE	4368	163.20
05/06/2016	186925	LURAY CLINIC VETERINARY MEDICI	1043	165.00
05/06/2016	186926	LURAY COPY SERVICE, INC.	145	18.00
05/06/2016	186927	LURAY VOLUNTEER RESCUE SQUAD	317	4,699.43
05/06/2016	186928	LUTHERAN FAMILY SERVICES OF VA	3224	12,600.00
05/06/2016	186929	DR. WALLACE B LUTZ	2352	100.00
05/06/2016	186930	MARLOW FORD	1777	3.00
05/06/2016	186931	MATTHEW BENDER & CO, INC (RENE	2183	183.10
05/06/2016	186932	RONALD MCCLELLAND	3434	20.00
05/06/2016	186933	MARY K. MENEFFEE	2924	275.00
05/06/2016	186934	CAROYLN A. MILLER	3547	16.00
05/06/2016	186935	KAY MIMS	651	120.00
05/06/2016	186936	PHILIP MIMS	727	120.00
05/06/2016	186937	MINNESOTA LIFE	257	190.75
05/06/2016	186938	MUNDY STONE COMPANY	3855	2,156.26
05/06/2016	186939	NADA USED CAR GUIDE	4425	2,518.15
05/06/2016	186940	NATIONWIDE RETIREMENT SOLUTION	824	25.00
05/06/2016	186941	BRYAN M. NELSON	3090	100.00
05/06/2016	186942	JAMES E. NICHOLSON, JR.	2280	28.00
05/06/2016	186943	NMS IMAGING INC.	1007	598.86
05/06/2016	186944	NORTH SPRING BEHAVIORAL HEALTH	2784	10,740.60
05/06/2016	186945	NO. SHENANDOAH VALLEY REGIONAL	1469	80.00
05/06/2016	186946	DANIELLE D. NUTTER	4472	1,511.04
05/06/2016	186947	PAUL OTTO	2105	255.40
05/06/2016	186948	PAGE CO-OP FARM BUREAU, INC.	175	768.51

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
05/06/2016	186949	PAGE COUNTY SHERIFF, PETTY CASH	404	10.00
05/06/2016	186950	PAGE COUNTY TRIAD	3463	189.63
05/06/2016	186951	PAGE NEWS & COURIER	185	140.75
05/06/2016	186952	TONY PAINTER	1899	78.30
05/06/2016	186953	PAINTERS GARAGE TOWING & RECOV	3613	547.74
05/06/2016	186954	PHOENIX HOUSES OF THE MID-ATLA	463	875.00
05/06/2016	186955	PIPER OFFICE SUPPLY, INC.	187	96.46
05/06/2016	186956	DANIEL W. PRESGRAVES	996	40.00
05/06/2016	186957	ELVENA PRICE	1013	48.00
05/06/2016	186958	QUARLES ENERGY SERVICES	4039	265.16
05/06/2016	186959	QUILL CORPORATION	188	668.92
05/06/2016	186960	RACLARK ENTERPRISES	4491	101.00
05/06/2016	186961	REED'S TIRE CENTER #1 INC.	887	16.00
05/06/2016	186962	KAREN L. RHINEHART	3598	2,716.00
05/06/2016	186963	RICOH USA INC	3999	3,317.73
05/06/2016	186964	RICOH USA INC	3973	3,883.08
05/06/2016	186965	ROBERTS OXYGEN COMPANY, INC.	2583	175.10
05/06/2016	186966	ROCKINGHAM COUNTY	2813	120.00
05/06/2016	186967	RONNIE'S ELECTRIC	103	384.00
05/06/2016	186968	CHARLES W. ROSE	566	120.00
05/06/2016	186969	SCI-MED WASTE SYSTEMS INC.	2018	67.50
05/06/2016	186970	SCS ENGINEERS	1637	15,587.87
05/06/2016	186971	DOMINIKA SEAL	1638	29.62
05/06/2016	186972	MELISSA E. SEAL	4402	3,098.00
05/06/2016	186973	EDWARD M. SEDWICK	4136	120.00
05/06/2016	186974	SENTARA RMH OCCUPATIONAL HEALT	4282	168.00
05/06/2016	186975	SHENANDOAH RESCUE SQUAD INC.	335	5,672.95
05/06/2016	186976	SHENANDOAH VALLEY ELECTRIC COO	3703	7,839.77
05/06/2016	186977	SHENANDOAH VALLEY WATER CO.	2284	276.00
05/06/2016	186978	GWENDOLYN G. SHENK	4144	120.00
05/06/2016	186979	LYNETTE M. SHENK	2027	138.78
05/06/2016	186980	SKYLINE PAINT & HARDWARE	3784	13.47
05/06/2016	186981	MELODY L. SNIDER	4394	3,164.00
05/06/2016	186982	SPEECH AND LANGUAGE CENTER, PL	4358	1,250.00
05/06/2016	186983	SPRINT SOLUTIONS INC	3764	2,103.33
05/06/2016	186984	STANLEY AUTO PARTS & SERVICE	4226	377.24
05/06/2016	186985	STANLEY VOLUNTEER RESCUE SQUAD	226	11,409.55
05/06/2016	186986	STAPLES ADVANTAGE, DEPT DC	3997	1,485.22
05/06/2016	186987	BETTY JO STILLWELL	1165	120.00
05/06/2016	186988	REBECCA W. STRAWDERMAN	4149	68.00
05/06/2016	186989	TASER INTERNATIONAL INC.	3347	1,057.57
05/06/2016	186990	JOHN B. THOMAS	1670	24.00
05/06/2016	186991	THOMSON REUTERS - WEST	262	210.50
05/06/2016	186992	TOM'S AUTO REPAIR	2677	989.86
05/06/2016	186993	TOWN OF LURAY	147	2,915.07
05/06/2016	186994	TOWN OF STANLEY	227	8,242.64
05/06/2016	186995	TREASURER OF VA.-AUDITOR OF PU	819	1,400.00
05/06/2016	186996	TREASURER OF VIRGINIA	4411	119.52
05/06/2016	186997	TREASURER OF VIRGINIA	4446	184.59
05/06/2016	186998	TREASURER OF VIRGINIA (DCSE)	4484	509.92
05/06/2016	186999	TREASURER OF VIRGINIA (MED EXA	1843	60.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
05/06/2016	187000	TREASURER, VA. TECH.	347	18,690.97
05/06/2016	187001	TRUCK & EQUIPMENT CORP.	2581	2,260.53
05/06/2016	187002	TSSI	2444	398.82
05/06/2016	187003	UMFS	3724	13,055.00
05/06/2016	187004	UNITED WAY OF PAGE COUNTY	1556	1.00
05/06/2016	187005	VACO RISK MANAGEMENT PROGRAMS	880	195.97
05/06/2016	187006	VALIC	1231	412.50
05/06/2016	187007	VECTOR SECURITY	2926	26.00
05/06/2016	187008	VERIZON	1645	27.00
05/06/2016	187009	VETERAN'S HEATING & AIR	508	4,500.00
05/06/2016	187010	VIRGINIA CREDIT UNION	385	300.00
05/06/2016	187011	VIRGINIA EMPLOYMENT COMMISSION	253	18,599.58
05/06/2016	187012	TREASURER OF VIRGINIA	867	56.71
05/06/2016	187013	VISA	1914	52.30
05/06/2016	187014	WALMART COMMUNITY/GECRB	1790	86.19
05/06/2016	187015	WALMART COMMUNITY/GECRB	1477	1,807.13
05/06/2016	187016	WESTERN VIRGINIA REGIONAL JAIL	4437	1,085.00
05/06/2016	187017	PAMELA S. WIGHTMAN	4254	1,806.00
05/06/2016	187018	FARRAH WILCHER	4476	125.00
05/06/2016	187019	C. RONALD WILSON	2181	120.00
05/06/2016	187020	WINCHESTER FIRE & SECURITY, LL	4417	61.25
05/06/2016	187021	WV TIRE DISPOSAL, INC	4345	1,200.00
05/06/2016	187022	DONALD L. YOUNG	1732	120.00
05/06/2016	187023	YOUTH FOR TOMORROW	2098	8,525.00
05/18/2016	187024	ADVANCE AUTO PARTS	2956	90.93
05/18/2016	187025	AFTON COMMUNICATIONS CORP	3912	9.97
05/18/2016	187026	AMERICAN FAMILY LIFE ASSURANCE	270	1,141.63
05/18/2016	187027	ANTHEM BLUE CROSS BLUE SHIELD	276	73,337.50
05/18/2016	187028	ARC3 GASES	2962	195.00
05/18/2016	187029	ATOMS MENTORING	4379	5,115.00
05/18/2016	187030	AUTOZONE INC.	2703	49.97
05/18/2016	187031	BUSINESS CARD	258	3,428.41
05/18/2016	187032	HERBERT L. BESKIN, TRUSTEE	4412	280.00
05/18/2016	187033	BENJAMIN W. BLEVINS	4367	124.74
05/18/2016	187034	BLUE MOUNTAIN ANIMAL CLINIC	15	405.45
05/18/2016	187035	BURNER ELECTRICAL SERVICE, INC	21	112.05
05/18/2016	187036	CARTER MACHINERY CO., INC.	2346	1,760.12
05/18/2016	187037	CATERPILLAR FINANCIAL SERVICES	4076	5,561.89
05/18/2016	187038	CENTRAL TIRE CORPORATION	4271	792.32
05/18/2016	187039	CENTURYLINK	3616	478.42
05/18/2016	187040	CLEAR COMMUNICATIONS & ELECTRO	27	2,809.24
05/18/2016	187041	COMCAST	2892	288.48
05/18/2016	187042	COMSONICS, INC.	4127	143.00
05/18/2016	187043	CORRECTIONAL PEACE OFFICERS FO	2605	7.50
05/18/2016	187044	CORRISOFT, LLC	4221	918.75
05/18/2016	187045	CROSSROADS COUNSELING CENTER I	4073	1,170.00
05/18/2016	187046	DEPARTMENT OF ENVIRONMENTAL	599	.00
05/18/2016	187047	ENDLESS POSSIBILITIES THERAPEU	4380	1,300.50
05/18/2016	187048	FLOWERS BAKING CO. OF LYNCHBUR	59	442.75
05/18/2016	187049	FORM NETWORKS LLC	4242	1,755.00
05/18/2016	187050	FREEZE'S TOWING & AUTO REPAIR	1816	49.50

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05/18/2016	187051	HARBOR POINT BEHAVIORAL HEALTH	3315	1,755.00
05/18/2016	187052	HEROES APPAREL	3478	350.00
05/18/2016	187053	HOLTZMAN OIL CORP	1167	781.44
05/18/2016	187054	HOLTZMAN OIL CORPORATION	1872	6,470.88
05/18/2016	187055	J REX BURNER CO.	22	1,348.24
05/18/2016	187056	KEYSTONE NEWPORT NEWS, LLC	4246	2,280.00
05/18/2016	187057	KPD, INC. PORT-A-JOHNS	3357	80.00
05/18/2016	187058	LANCASTER ENTERPRISES	139	81.93
05/18/2016	187059	LARRY'S AUTO REPAIR	3996	432.00
05/18/2016	187060	LD&B INSURANCE & FINANCIAL SER	4135	712.29
05/18/2016	187061	LURAY COPY SERVICE, INC.	145	805.70
05/18/2016	187062	LURAY FIRE DEPARTMENT	316	13,000.00
05/18/2016	187063	LURAY-PAGE CO CHAMBER OF COMME	146	45,833.32
05/18/2016	187064	LUTHERAN FAMILY SERVICES OF VA	3224	13,300.00
05/18/2016	187065	MARLOW FORD	1777	96.86
05/18/2016	187066	MASSANUTTEN REGIONAL LIBRARY	199	42,745.25
05/18/2016	187067	MILLER, EARLE & SHANKS, PLLC	2647	8,988.00
05/18/2016	187068	MINNESOTA LIFE	257	192.05
05/18/2016	187069	MONGERS WELDING SERVICE	1061	783.00
05/18/2016	187070	MUNDY STONE COMPANY	3855	1,273.07
05/18/2016	187071	NATIONWIDE RETIREMENT SOLUTION	824	25.00
05/18/2016	187072	NORTH SPRING BEHAVIORAL HEALTH	2784	11,355.15
05/18/2016	187073	NORTHWESTERN COMMUNITY SERVICE	796	18,663.75
05/18/2016	187074	ORKIN PEST CONTROL	2382	78.51
05/18/2016	187075	PAGE CO-OP FARM BUREAU, INC.	175	861.45
05/18/2016	187076	PAGE COUNTY HEALTH DEPARTMENT	402	1,720.72
05/18/2016	187077	PAGE NEWS & COURIER	185	211.75
05/18/2016	187078	PAGE VALLEY VETERINARY CLINIC	802	25.00
05/18/2016	187079	PAINTERS GARAGE TOWING & RECOV	3613	3,681.10
05/18/2016	187080	PENN VETERINARY SUPPLY, INC.	171	62.56
05/18/2016	187081	PERFORMANCE FOODSERVICE-VIRGIN	4480	16,934.43
05/18/2016	187082	PIFER OFFICE SUPPLY, INC.	187	149.71
05/18/2016	187083	PITNEY BOWES INC.	1473	250.92
05/18/2016	187084	QUINN ENTERPRISE	4364	1,200.00
05/18/2016	187085	RACEY ENGINEERING PLLC	418	250.00
05/18/2016	187086	RAPPAHANNOCK CREATIVE HEALTH C	2887	3,598.00
05/18/2016	187087	REED'S TIRE CENTER #1 INC.	887	130.00
05/18/2016	187088	KAREN L. RHINEHART	3598	79.90
05/18/2016	187089	RICOH USA INC	3999	76.38
05/18/2016	187090	RICOH USA INC	3973	1,819.53
05/18/2016	187091	ROBERTS HOME MEDICAL, INC.	3508	48.85
05/18/2016	187092	ROCKINGHAM COUNTY	2813	65.00
05/18/2016	187093	SCS ENGINEERS	1637	31,569.48
05/18/2016	187094	SENTARA RMH OCCUPATIONAL HEALT	4282	336.00
05/18/2016	187095	SHELL	2037	540.28
05/18/2016	187096	SHENANDOAH VALLEY ELECTRIC COO	3703	2,625.02
05/18/2016	187097	SHENANDOAH VALLEY S.O.T.P.	2745	840.00
05/18/2016	187098	SHENANDOAH VALLEY WATER CO.	2284	199.75
05/18/2016	187099	SHENANDOAH VOLUNTEER FIRE CO.,	336	26,000.00
05/18/2016	187100	LYNETTE M. SHENK	2027	113.40
05/18/2016	187101	SKYLINE PAINT & HARDWARE	3784	12.43

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05/18/2016	187102	STANLEY AUTO PARTS & SERVICE	4226	10.49
05/18/2016	187103	STAPLES ADVANTAGE, DEPT DC	3997	54.20
05/18/2016	187104	SUNTRUST BANK	1274	8,782.87
05/18/2016	187105	SYNTELLIGENT ANALYTIC SOLUTION	4494	304.42
05/18/2016	187106	TIDEWATER FLEET SUPPLY, LLC	3959	2,112.16
05/18/2016	187107	TOM'S AUTO REPAIR	2677	898.41
05/18/2016	187108	TREASURER OF VIRGINIA	4411	119.52
05/18/2016	187109	TREASURER OF VIRGINIA	4446	184.59
05/18/2016	187110	TREASURER OF VIRGINIA (DCSE)	4484	509.92
05/18/2016	187111	U. S. POSTMASTER	240	200.00
05/18/2016	187112	UNITED WAY OF PAGE COUNTY	1556	1.00
05/18/2016	187113	VACO RISK MANAGEMENT PROGRAMS	880	195.97
05/18/2016	187114	VALIC	1231	412.50
05/18/2016	187115	VALLEY SCANNING, LLC	3681	395.00
05/18/2016	187116	VIRGINIA CREDIT UNION	385	300.00
05/18/2016	187117	TREASURER OF VIRGINIA	867	153.72
05/18/2016	187118	WAGNER FOOD EQUIPMENT, INC	4493	710.80
05/18/2016	187119	WHSV	114	330.00
05/18/2016	187120	XEROX CORPORATION	1799	216.00
05/26/2016	187121	WILLIAM W. ALESHIRE	69	80.00
05/26/2016	187122	AMERIGAS	3494	249.53
05/26/2016	187123	MARY ANN ARRINGTON	645	120.00
05/26/2016	187124	AT&T MOBILITY	3037	44.35
05/26/2016	187125	AUGUSTA HEALTH CARE, INC.	2801	45.00
05/26/2016	187126	AUTOZONE INC.	2703	82.06
05/26/2016	187127	B&H PHOTO VIDEO	3719	799.00
05/26/2016	187128	MARK BEAHM	4120	30.00
05/26/2016	187129	BENNETT AND BUTLER, INC.	4444	75.00
05/26/2016	187130	BLAUCH BROTHERS, INC.	786	1,088.00
05/26/2016	187131	JOYCE BURKE	371	104.00
05/26/2016	187132	BURNER ELECTRICAL SERVICE, INC	21	1,204.80
05/26/2016	187133	FAITH CARLSON	4141	20.00
05/26/2016	187134	CARTER MACHINERY CO., INC.	2346	5,901.64
05/26/2016	187135	CENTURYLINK	3616	508.13
05/26/2016	187136	CHANNING BETE CO., INC.	670	433.28
05/26/2016	187137	CINTAS CORPORATION NO. 2	4499	107.66
05/26/2016	187138	BETH W. COMER	4272	487.50
05/26/2016	187139	COMMONWEALTH RESCUE SYSTEMS	4033	592.00
05/26/2016	187140	COMSONICS, INC.	4127	39.00
05/26/2016	187141	CONTRACT PHARMACY SERVICES INC	4126	3,387.69
05/26/2016	187142	PETER J. CREATURO, JR.	4138	120.00
05/26/2016	187143	CROSSROADS COUNSELING CENTER I	4073	1,980.00
05/26/2016	187144	GLENROSE DAMERON	368	120.00
05/26/2016	187145	MASON DEES	4495	60.00
05/26/2016	187146	JAMES W. ELLIOTT	1975	323.25
05/26/2016	187147	FLOWERS BAKING CO. OF LYNCHBUR	59	73.92
05/26/2016	187148	FORM NETWORKS LLC	4242	225.00
05/26/2016	187149	COUNTY OF FREDERICK, TREASURER	3152	4.16
05/26/2016	187150	ANN M. GOOD	1123	303.48
05/26/2016	187151	GRAPTON SCHOOL, INC.	1721	13,970.00
05/26/2016	187152	JACQUELINE E. GREEN	4137	48.00

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05/26/2016	187153	THE GUN SHOP	859	4,249.75
05/26/2016	187154	THE HANOVER COMPANY	1706	968.50
05/26/2016	187155	EVELYN A. HARVEY	4139	72.00
05/26/2016	187156	BRENDA C. HILLIARD	781	120.00
05/26/2016	187157	HOLTZMAN CORP	4162	1,953.98
05/26/2016	187158	HOLTZMAN OIL CORP	1167	1,807.92
05/26/2016	187159	SARA JENKINS	4500	428.97
05/26/2016	187160	MARY E. JOHNSON	513	128.00
05/26/2016	187161	SUE C. KEYTON	947	120.00
05/26/2016	187162	OTIS R. LAM, JR.	1467	120.00
05/26/2016	187163	LEXISNEXIS MATTHEW BENDER	1339	115.43
05/26/2016	187164	APRIL D. MAYS	1127	9.45
05/26/2016	187165	RONALD MCCLELLAND	3434	20.00
05/26/2016	187166	CAROYLN A. MILLER	3547	16.00
05/26/2016	187167	KAY MIMS	651	120.00
05/26/2016	187168	PHILIP MIMS	727	120.00
05/26/2016	187169	MUNDY STONE COMPANY	3855	1,888.80
05/26/2016	187170	JAMES E. NICHOLSON, JR.	2280	28.00
05/26/2016	187171	O & W'S TOWING	988	150.00
05/26/2016	187172	PAGE CO-OP FARM BUREAU, INC.	175	112.27
05/26/2016	187173	PAGE COUNTY PUBLIC SCHOOLS	178	1,155.00
05/26/2016	187174	TONY PAINTER	1899	83.70
05/26/2016	187175	PAINTERS GARAGE TOWING & RECOV	3613	662.73
05/26/2016	187176	PERFORMANCE FOODSERVICE-VIRGIN	4480	3,760.33
05/26/2016	187177	PIFER OFFICE SUPPLY, INC.	187	67.88
05/26/2016	187178	PITNEY BOWES GLOBAL FINANCIAL	2788	594.00
05/26/2016	187179	PITNEY BOWES INC.	1473	721.50
05/26/2016	187180	PITNEY BOWES RESERVE ACCOUNT	3812	250.00
05/26/2016	187181	DANIEL W. PRESGRAVES	996	70.00
05/26/2016	187182	ELVENA PRICE	1013	48.00
05/26/2016	187183	QUILL CORPORATION	188	94.98
05/26/2016	187184	GORDON P. RICHARDS	4130	30.00
05/26/2016	187185	RICOH USA INC	3973	1,003.82
05/26/2016	187186	HUBERT ROOP JR	4497	60.00
05/26/2016	187187	CHARLES W. ROSE	566	120.00
05/26/2016	187188	MELISSA E. SEAL	4402	828.92
05/26/2016	187189	EDWARD M. SEDWICK	4136	120.00
05/26/2016	187190	SHENANDOAH VALLEY ELECTRIC COO	3703	454.87
05/26/2016	187191	SHENANDOAH VALLEY WATER CO.	2284	39.30
05/26/2016	187192	GWENDOLYN G. SHENK	4144	120.00
05/26/2016	187193	SPRINT	3238	1,006.83
05/26/2016	187194	SPRINT SOLUTIONS INC	3764	2,106.77
05/26/2016	187195	STACY'S TOWING	4496	100.00
05/26/2016	187196	STANLEY AUTO PARTS & SERVICE	4226	170.48
05/26/2016	187197	STAPLES ADVANTAGE, DEPT DC	3997	47.97
05/26/2016	187198	BETTY JO STILLWELL	1165	120.00
05/26/2016	187199	STOKES GENERAL STORE COMPANY,	2818	683.98
05/26/2016	187200	REBECCA W. STRAWDERMAN	4149	68.00
05/26/2016	187201	JOHN B. THOMAS	1670	24.00
05/26/2016	187202	THOMSON REUTERS - WEST	262	280.00
05/26/2016	187203	TIDEWATER FLEET SUPPLY, LLC	3959	626.25

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
05/26/2016	187204	TOM'S AUTO REPAIR	2677	198.36
05/26/2016	187205	TOWN OF STANLEY	227	4,998.63
05/26/2016	187206	TREASURER OF VIRGINIA (MED EXA	1843	20.00
05/26/2016	187207	UMFS	3724	13,965.00
05/26/2016	187208	US FOODS INC	1771	125.00
05/26/2016	187209	VALLEY HEALTH	4320	132.30
05/26/2016	187210	VISA	1914	18.01
05/26/2016	187211	JAMIE L. WALKER	4190	57.40
05/26/2016	187212	WALMART COMMUNITY/GEGRB	1477	708.54
05/26/2016	187213	WEEZIE'S WONDERFUL WORLD, LLC	4301	1,062.00
05/26/2016	187214	LARRY WILSON	4498	60.00
05/26/2016	187215	MARK WILSON	1356	60.00
05/26/2016	187216	C. RONALD WILSON	2181	120.00
05/26/2016	187217	WINCHESTER RADIOLOGISTS, PC	957	40.00
05/26/2016	187218	DONALD L. YOUNG	1732	120.00
05/26/2016	187219	YOUTH FOR TOMORROW	2098	8,250.00
05/26/2016	187220	MICHAEL R. ZALIPSKI	4122	30.00
DATE RANGE TOTAL *				952,800.06 *

**Payroll Warrant Report
Checks Dated May 6, 2016**

			Gross	With	Net	Advance	Paid	Dir	Check
			Pay	Hold	Pay	Out	Back	Dep	Amount
*****	Grand	Totals ***	269258.12	88364.76	180893.36	.00	.00	163157.09	17736.27
	HR\$	OTHER PAY		17272.05	39.50	COMP TIME EARNED			
	HR\$	6.25 COMP TIME PREMIUM			64.50	COMP TIME TAKEN		1239.58	
	HR\$	7.00 OVERTIME PREMIUM		47.81	4553.00	REGULAR PAY		76210.44	
	HR\$	RETRO PAY		33.00		SALARY ADJUSTMENT		169615.43	
	HR\$	111.50 SICK LEAVE		2148.84	145.25	VACATION		2649.75	269216.90 HR\$
	ADD	SUPPLEMENTAL HEALTH		41.22					41.22 AID
	ABT	AFLAC		735.23		VRS DEFINED BENEFIT		1306.33	
	ABT	DEFERRED COMPENSATION		25.00		FLEXIBLE SPENDING ACCT		712.29	
	ABT	HEALTH SINGLE W/ COMP		1056.00		HEALTH DUAL W/ COMP		4706.00	
	ABT	HEALTH FAMILY W/ COMP		10315.50		HEALTH/KEY ADV 500/DUAL		457.50	
	ABT	HEALTH/KEY ADV 500/FAMILY		445.00		SUPP LIFE EMPLOYEE (TEMP)		190.75	
	ABT	VALIC		412.50		VRS DEFINED CONT ICMA		326.61	
	ABT	VRS		10419.61					31108.32 ABT
	TAX	FEDERAL WITHHOLDING		25496.28		MEDICARE		3470.57	
	TAX	FICA		14839.82		VIRGINIA WITHHOLDING		11640.84	55447.51 TAX
	DED	AFLAC		406.40		VA. CREDIT UNION		300.00	
	DED	CHILD SUPPORT		119.52		CHILD SUPPORT		184.59	
	DED	CHILD SUPPORT		509.92		GARNISHMENT		280.00	
	DED	CORR PEACE OFFICERS FOUN		7.50		UNITED WAY OF PAGE COUNTY		1.00	1808.93 DED
	BEN	GROUP LIFE INSURANCE		2898.68		HEALTH INS. DUAL		10998.00	
	BEN	HEALTH INS. FAMILY		24063.00		HEALTH INSURANCE		19840.00	
	BEN	HEALTH/KEY ADV 500/DUAL		1069.50		HEALTH/KEY ADV 500/FAMILY		1040.00	
	BEN	VRS ICMA-RC		326.61		MEDICARE		3470.57	
	BEN	VRS RETIREMENT EE		25444.77		HYBRID DISABILITY		195.97	
	BEN	SOCIAL SECURITY		14839.82		VRS HYBRID ER		3661.04	107847.96 BEN
		IMPUTED INCOME		437.33					
200	Employees	200 Checks							
		200 Regular checks amount -		17,736.27					
		0 Supplemental checks amount -		.00					
		0 Advance checks amount -		.00					
		0 Deduction checks amount -		.00					
		85 Females paid							
		146 Full time employees paid							
		54 Part time employees paid							

**Payroll Warrant Report
Checks Dated May 20, 2016**

		Gross Pay	With Hold	Net Pay	Advance Out	Paid Back	Dir Dep	Check Amount
*****	Grand Totals ***	256638.76	84179.15	172459.61	.00	.00	155395.55	17064.06
HR\$	OTHER PAY		8264.70	27.75	COMP TIME EARNED			
HR\$	7.00 COMP TIME PREMIUM			55.00	COMP TIME TAKEN		892.93	
HR\$	13.00 OVERTIME PREMIUM		89.45	4456.75	REGULAR PAY		75461.81	
HR\$	RETRO PAY		349.12-		SALARY ADJUSTMENT		166536.21	
HR\$	194.75 SICK LEAVE		3667.06	101.50	VACATION		1966.09	256529.13 HR\$
ADD	CLOTHING ALLOWANCE		68.41		SUPPLEMENTAL HEALTH		41.22	109.63 ADD
ABT	AFLAC		735.23		VRS DEFINED BENEFIT		1306.33	
ABT	DEFERRED COMPENSATION		25.00		FLEXIBLE SPENDING ACCT		712.29	
ABT	HEALTH SINGLE W/ COMP		1023.00		HEALTH DUAL W/ COMP		4706.00	
ABT	HEALTH FAMILY W/ COMP		10315.50		HEALTH/KEY ADV 500/DUAL		457.50	
ABT	HEALTH/KEY ADV 500/FAMILY		445.00		SUPP LIFE EMPLOYEE (TEMP)		192.05	
ABT	VALIC		412.50		VRS DEFINED CONT ICMA		326.61	
ABT	VRS		10419.61					31076.62 ABT
TAX	FEDERAL WITHHOLDING		23036.22		MEDICARE		3288.08	
TAX	FICA		14059.38		VIRGINIA WITHHOLDING		10909.92	51293.60 TAX
DED	AFLAC		406.40		VA. CREDIT UNION		300.00	
DED	CHILD SUPPORT		119.52		CHILD SUPPORT		184.59	
DED	CHILD SUPPORT		509.92		GARNISHMENT		280.00	
DED	CORR PEACE OFFICERS FOUN		7.50		UNITED WAY OF PAGE COUNTY		1.00	1808.93 DED
BEN	GROUP LIFE INSURANCE		2898.68		HEALTH INS. DUAL		10998.00	
BEN	HEALTH INS. FAMILY		24063.00		HEALTH INSURANCE		19220.00	
BEN	HEALTH/KEY ADV 500/DUAL		1069.50		HEALTH/KEY ADV 500/FAMILY		1040.00	
BEN	VRS ICMA-RC		326.61		MEDICARE		3288.08	
BEN	VRS RETIREMENT BE		25444.77		HYBRID DISABILITY		195.97	
BEN	SOCIAL SECURITY		14059.38		VRS HYBRID ER		3661.04	106265.03 BEN

IMPUTED INCOME 437.33

195 Employees

195 Checks	
195 Regular checks amount -	17,064.06
0 Supplemental checks amount -	.00
0 Advance checks amount -	.00
0 Deduction checks amount -	.00
84 Females paid	
145 Full time employees paid	
50 Part time employees paid	

Minutes
Board of Supervisors
Work Session
May 3, 2016

Members Present: Johnny Woodward, Chairman At-Large
D. Keith Guzy, Jr., District 1
David Wiatrowski, District 2
Mark Stroupe, District 3
Larry Foltz, District 4
Dorothy F. Pendley, District 5

Staff Present: Amity Moler, County Administrator
Regina Miller, Assistant to the County Administrator
Nathan Miller, County Attorney
Lynda Minke, Landfill Director
Stephanie Lillard, Director of Community and Economic
Development

Call to Order:

Chairman Johnny Woodward called to order the work session of the Page County Board of Supervisors on May 3, 2016, at 7:00 p.m. in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray. The Call to Order was followed by the *Pledge of Allegiance* and Invocation was given by Supervisor Wiatrowski.

Presentation of the Vision Luray Task Force Plan:

Sara Levinson, Vision Luray Task Force, said several groups came together to form the Task Force such as representatives from Shenandoah National Park, Luray Downtown Initiative, Chamber of Commerce, Blue Ridge Bank, Opportunity Luray, Small Business Development Center, Town of Luray, Page County Economic Development and members of the Board of Supervisors. The Task Force was brought together to set some direction for the Town of Luray. The topics discussed fell into four categories: Downtown Revitalization, Business Development, Tourism and Support & Communication. Mrs. Levinson provided the Board with spread sheets highlighting the topics discussed and she reviewed the key goals. She explained the Task Force was designed to create a plan for the Town of Luray and the next step will be to implement it. She said it will be discussed at the next meeting to determine whose responsibility it will be to carry out the plan.

Tree Board Bench Request:

Charlie Newton, Page County Tree Board, stated that since the last meeting in February when he first approached the Board, he has worked with, both, Mrs. Moler and Mark Packard of Building and Grounds and revised the plan for the bench next to the County Government Center. The Page County Tree Board proposes to recognize the champion Chinquapin Oak tree on the lot adjacent to the Government Center building by placing a granite bench on an existing concrete slab, at the pedestrian entrance to that lot along

the South Court Street sidewalk. The Page County Tree Board will pay the entire cost of purchasing and installing the bench and asks only for the Page County Board of Supervisors permission to have the bench installed on the site.

Motion: Supervisor Guzy moved for the Board of Supervisors to allow the Tree Board to place a bench near the Chinquapin Oak tree and the Tree Board will pay for the cost of bench as noted. Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Woodward, Guzy, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None.

Update on Economic Development:

Stephanie Lillard, Director of Community and Economic Development, updated the Board on economic development activities. She said she recently met with all the Town Councils and provided them with an update on economic development. With the Wallace building, she said there were two prospects, but one of the prospects will not be coming to Virginia at this time. She noted that Tactical Walls will be having the ribbon cutting in May with a walking tour through the facility and the Board will receive an invitation. She said she is working with two developers who are in search of some property. One is retail who is looking at 340 north and needs a couple of acres. The second is looking for 15-20 acres of industrial property and are looking at the Industrial Park in Luray. She said she has selected one consultant to conduct the hotel feasibility study, but this study has been put on hold because the consultant makes to ensure that it is required by the lender. She said that she held a meeting with the Small Business Development Association director from Richmond it was a very successful meeting, on the HUB Zone. The director will be meeting one on one with businesses in June to discuss their needs and to provide services for them with the HUB Zone. Mrs. Lillard said has requested a meeting between the EDA and the Broadband Authority to obtain information on the available service or total internet capacity for our area. She is planning an event at the end of the year, to be hosted in Page County, with all of the buyers and growers in the County and surrounding counties for networking purposes to allow them to discuss their needs and the seasonality of those needs as well as the quality and how to promote local spending.

Next, she updated the Board on building and zoning activities. She said the inspections continue to increase in the department and they are seeing increased permits for residential building. Since she has been in the department, they have completed a special use permit brochure that can be reviewed with applicants at the counter.

She indicated that when she visited with the towns she mentioned a tourism zone. She said both the Town of Luray and Town of Shenandoah were very interested. She suggested that the Board consider it for the County. The entire County can be a tourism zone. It is not competitive with the enterprise zone but it would allow the County to be more creative in the types of incentives offered and tailoring it to the businesses that benefit from the tourism traffic.

Chairman Woodward asked Mrs. Lillard if she had contacted the owners of the former Shenandoah McDonalds building. She indicated that she has shared her contact

information and if there is anything she can do to help she is willing. Chairman Woodward mentioned that he would like to further discuss the tourism zone at an upcoming meeting.

Supervisor Stroupe said he attended the Farmer's Association dinner. He said farmers raise a lot of livestock in this County and they have to take it to Harrisonburg to sell it. He asked if anyone has looked into opening a livestock auction here in the County that would generate revenue. Mrs. Lillard said she has not had anyone express interest in opening an auction. She indicated that if there were interest it would have to start through a planning grant through the Department of Agriculture and Consumer Services. Supervisor Stroupe also said the property on Goodrich Road is a huge opportunity if an investor group would come and build a building the County can lease to generate revenue.

Budget Adoption:

Chairman Woodward read the disclosure for Virginia Code 2.2-3112(A)(2) and 2.2-3115 Code of Virginia 1950 as amended.

* * * * *

DISCLOSURE OF PERSONAL INTEREST

Pursuant to § 2.2-3112(A)(2) and § 2.2-3115, Code of Virginia (1950), as amended, I, John R. Woodward, Chairman-at-Large of the Page County Board of Supervisors, make the following disclosure:

1. As a member of the Page County Board of Supervisors, I am expected to participate in the discussion of and to vote upon the adoption of the County's budget, which includes Page County Public School employee compensation, including fringe benefits.
2. I am an employee of the Page County Public Schools, which group has more than three members.
3. I am directly affected by the portion of the County budget funding employee compensation and fringe benefits for the Page County Public Schools.
4. I nevertheless am able to participate in discussion and adoption of the County budget, including employee compensation and fringe benefits for the Page County Public Schools, fairly, objectively, and in the public interest.

I therefore intend to participate in discussions and to vote upon adoption of the budget of the County of Page, Virginia, including the issue of employee compensation and fringe benefits for the Page County Public Schools.

A copy of this disclosure has been filed with the Clerk of Board of Supervisors.

GIVEN UNDER MY HAND this 3rd day of May, 2016.

* * * * *

Motion: Supervisor Foltz moved to accept the Resolution to adopt the FY 2016-2017 Page County School Budget. Supervisor Stroupe seconded and motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None.

* * * * *

#2016-02
RESOLUTION TO ADOPT THE FY 2016-2017
PAGE COUNTY SCHOOL BUDGET

WHEREAS, the School Board and the Board of Supervisors have held separate duly advertised public hearings; and

WHEREAS, the Board of Supervisors has received a presentation from the School Board; and

WHEREAS, the Board of Supervisors has received comments from staff and citizens and weighed the needs of the school system with the need to provide support for all County services.

NOW, THEREFORE BE IT RESOLVED that the Page County Board of Supervisors hereby adopts a School Operating budget of \$37,792,446 for Fiscal Year July 1, 2016 through June 30, 2017 and that local tax-supported expenditure of funds shall not exceed \$13,771,835.

BE IT FURTHER RESOLVED, that the Page County Board of Supervisors also appropriates School Food Services in the amount of \$1,842,486 to the School Board for Fiscal Year July 1, 2016 through June 30, 2017.

BE IT FURTHER RESOLVED, that the Page County Board of Supervisors also appropriates the School Health Insurance Fund in the amount of \$0 to the School Board for Fiscal Year July 1, 2016 through June 30, 2017.

This Resolution was adopted by the Page County Board of Supervisors this 3rd day of May, 2016.

* * * * *

Motion: Supervisor Foltz moved to accept Resolution adopting the FY 2016-2017 budget. Supervisor Pendley seconded and the motion carried by a vote of 6-0. Aye: Wiatrowski, Stroupe, Foltz, Pendley, Woodward, Guzy. Nay: None.

* * * * *

#2016-03
RESOLUTION
ADOPTING THE FY 2016-2017 BUDGET
AND APPROPRIATE FUNDS
AND SET THE TAX RATES FOR CALENDAR YEAR 2016

WHEREAS, it is the responsibility of the Page County Board of Supervisors to approve and control the County's fiscal plan for FY 2017; and

WHEREAS, the Board of Supervisors has reviewed each request for funding and has received comments from residents at a duly advertised public hearing.

NOW, THEREFORE BE IT RESOLVED, that the Page County Board of Supervisors hereby adopts the Fiscal Year 2016-2017 budget totaling \$61,650,443 and sets the tax rates for calendar year 2016 as outlined in the details below:

2016 - Tax Rates:

Real Estate & Mobile Homes	\$0.66
Personal Property	\$4.64
Machinery & Tools	\$2.00
Motor Carrier	\$2.00
Aircraft	\$0.50

All levies are per on hundred dollars of assessed valuation at fair market value.

Revenues of All Funds:

General Fund	\$17,634,887
VPA	2,636,600
Comprehensive Services	1,428,105
VJCCCA	30,076
School Operating	37,792,446
School Cafeteria	1,842,486
CVWP	61,852
Parks & Recreation	25,000
Health Insurance Funds/Education	0
Capital Improvements	105,491
Airport Hangars	91,000
Page County Water Quality	2,500
 Total Revenue of All Funds	 \$61,650,443

Expenditures of All Funds

Board of Supervisors	\$111,260
County Administrator	290,222
Finance Department	251,060

Board of Supervisors
Minutes – May 3, 2016

Legal Services	98,000
Commissioner of the Revenue	450,612
Assessment	80,000
Geographical Information Systems	105,010
Treasurer	481,657
Information Services	190,000
Central Purchasing	48,000
Electoral Board	51,019
General Registrar	100,953
Circuit Court Judge	9,250
General District Court	8,650
J & D Court	20,150
Clerk of the Circuit Court	414,386
Sheriff-Bailiffs	189,274
Criminal Victim/Witness Assistance	61,852
Magistrates	2,300
Commonwealth Attorney	501,392
Sheriff	1,916,195
Investigations	741,273
Crime Prevention	354,389
E911	921,398
Wilderness Program (VJCCA)	30,076
Volunteer Fire Departments & Rescue Squads	594,000
EMS Career Staff	890,268
Jail	2,406,100
Care of Juveniles	271,595
Animal Shelter	218,290
Animal Law Enforcement	132,303
Medical Examiner	500
Concern Hotline	1,000
Lord Fairfax Emergency Medical Services	9,265
Compactor Sites	78,210
Stanley Landfill	265,836
Battle Creek Landfill	1,356,938
General Properties	378,078
Local Health Department	264,864
Northwestern Community Services Board	78,388
CHOICES	5,000
Public Assistance	16,725
Social Services	2,636,600
Social Services Board	4,522
Shenandoah Area Agency on Aging	65,000
Airport Hangers	91,000
Comprehensive Services Act	1,428,105
School Operating	37,792,446
School Food Services	1,842,486

Planning/Comm. Development	364,140
L.F. Community College	11,579
Recreation-Athletic	78,330
Stanley Library	40,000
Regional Library	183,996
Planning Commission	12,851
Northern Shenandoah Valley Reg. Commission	15,239
Zoning Board	2,509
Economic Development	233,628
Airport Commission	49,000
Chamber of Commerce	275,000
Virginia Cooperative Extension	90,396
4-H	1,500
Employee Benefits	175,800
Reserve for Contingencies	100,000
Debt Service	1,627,587
Capital Improvements	105,491
Recreation/Enterprise Fund	25,000
Health Insurance Funds/Education	0
Page County Water Quality	2,500
Total Expenditures of All Funds	\$61,650,443

BE IT FURTHER RESOLVED, that the Page County Board of Supervisors hereby appropriates a Social Services Operating Budget of \$2,636,600 for Fiscal Year July 1, 2016 through June 30, 2017 and that the local tax supported expenditure of funds shall not exceed \$469,571.

BE IF FURTHER RESOLVED, that the Page County Board of Supervisors hereby appropriates a Comprehensive Services Act Budget of \$1,428,105 for Fiscal Year July 1, 2016 through June 30, 2017 and that the local tax supported expenditure of funds shall not exceed \$433,091.

This Resolution was adopted by the Page County Board of Supervisors this 3rd day of May, 2016.

* * * * *

Motion: Supervisor Foltz moved to accept Resolution Administration of the FY2016-2017 Budget. Supervisor Pendley seconded and the motion carried by a vote of 6-0. Aye: Stroupe, Foltz, Pendley, Woodward, Guzy, Wiatrowski. Nay: None.

* * * * *

#2016-04
ADMINISTRATION OF THE FY 2016-2017 BUDGET

WHEREAS, the Page County Board of Supervisors has considered and reviewed many budget requests; and

WHEREAS, the County Administrator has made recommendations to the Board of Supervisors on the Fiscal Year 2017 Budget; and

WHEREAS, it is important for the Board of Supervisors to set forth policies on the administration of the Fiscal Year 2017 Budget.

NOW THEREFORE BE IT RESOLVED, the Treasurer is permitted to issue as a Treasurer's check the following:

1. Sales Tax Disbursement to the three towns.
2. The following revenue refunds.
 - Building and Zoning Permits erroneously assessed (per Building or Zoning Official with approval of County Administrator)
 - Building and Zoning cash bond deposit refunds (Special Agency Non-budgeted funds)
 - Spaying and Neutering Deposits (Special Agency Non-budgeted funds)
 - Revenue Recovery Payment.

This authorization applies only to the items listed above, however the Treasurer already has authorization for refunds of erroneous assessments by the governing body given on September 19, 2006 and authorization to settle with the Commonwealth, without order from the governing body, for state revenues, or other items collected and remittable by the Treasurer to the State Treasurer (Virginia Code 58.1-3162).

BE IT FURTHER RESOLVED, the Treasurer is permitted to transfer funds out of the General Fund to other County government funds to provide the cash necessary to cover budgeted and appropriated expenditures.

BE IT FURTHER RESOLVED, it is the intent of the Board of Supervisors that any grants herein budgeted and appropriated be expended only for the amount that has been actually received as revenue.

This Resolution was adopted by the Page County Board of Supervisors on this 3rd day of May, 2016.

* * * * *

Chairman Woodward noted that the TOT funds will be discussed at the June 7th meeting.

Compactor Site Hours Discussion:

Mrs. Moler explained that there are only two convenience/recycling sites for the citizens to take their trash instead of having to take it to the landfill. The hours are currently 8-5 Monday through Saturday. She expressed that on Monday morning's there is often trash left at the gate and law enforcement has to sift through trash to cite for someone for illegal

dumping. She suggested changing the operating hours, but not expanding the hours and that the sites could open at 7:00 a.m. on Mondays and stay open at least one day to 6:00 p.m. She feels this would better accommodate the citizens that travel outside of the County to work.

Lynda Minke said trash outside the gate is always going to be an issue. The hours of 8-5 are most people's working hours and she understands that. She suggested extending the hours on alternating days.

Motion: Supervisor Foltz moved to accept the County Administrator's recommendation on changing hours at Compactor Sites on trail basis until December 31, 2016, effective June 1, 2016. The hours on Mondays will be 7:00 a.m. to 4:00 p.m. and from 9:00 a.m. to 6:00 p.m. on Fridays, with the hours for the other days remaining unchanged. Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Foltz, Pendley, Woodward, Guzy, Wiatrowski, Stroupe. Nay: None.

Technical Center Discussion:

Supervisor Stroupe said he sits on the Technical Center Foundation Board and the Health Sciences building has been started but needs to be completed. The framing is almost complete. The HVAC and mechanical needs to be installed prior to hanging the drywall. If the project does not keep moving then the contractor will de-mobilize and move onto other jobs. He asked if the Board can give approval to give \$232,803 to the School Board to finish the building.

Chairman Woodward then read the Resolution adopted by the School Board on April 11, 2016 requesting the Board of Supervisors commit funding in the amount of \$232,803 no later than May 17, 2016, for the completion of the Health Sciences Center at the Page County Technical Center.

Chairman Woodward explained that the School Board would like to borrow money from themselves to finish the building and then the County would reimburse them, as the County receives money. Currently, the County does not have the available funds to appropriate to the School Board for the project. The School Board has a fund they can pull the money from now to finish the project, then the County would replace the funds.

Donna Whitley-Smith, School Superintendent, said the School Board has met and discussed in great detail wanting to keep momentum going on the building. She said that they can pull the funds from the schools health insurance fund. She said the School Board drafted another Resolution, which reads: Whereas, there are sufficient funds housed in the Page County Public Schools Health Fund Account to temporarily cover the needed funds. Therefore be it resolved, that the Page County School Board commits to using necessary funds from the School Health Fund Account for the completion of the Health Sciences Center with the understanding that the Page County Board of Supervisors will approve the Resolution requesting funds dated April 11, 2016 and that such funds will be reimbursed to the Page County School's Health Fund Account sometime during FY2017.

Chairman Woodward indicated that the Board understands that the project, since it has already started, needs to be completed, but the funding is currently not available from the County.

Supervisor Guzy asked what amount has to remain in the health insurance fund. Mrs. Whitley-Smith said they have to keep a minimum of \$352,000 for overrun. She said they are self-insured but also re-insured. Mrs. Smith said there is currently over \$900,000 in the fund.

Mrs. Whitley-Smith said the School Board vacated the house on West Main Street, which housed some of the School Board offices. They have since rented it and the School Board has discussed returning it to the County as surplus property so that the County could sell it.

County Attorney Miller explained that the motion of the Board should read: the Page County Board of Supervisors does hereby commit funding in the amount of \$232,803 upon funding availability for FY2017 for the completion of the Health Sciences Center at the Page County Technical Center.

Motion: Supervisor Guzy moved the Page County Board of Supervisors provide funding in the amount of \$232,803, as funds become available in FY2017, to the School Board to repay their health insurance fund that they will use for the Health Sciences Center at the Page County Technical Center. Supervisor Stroupe seconded and the motion passed by a vote of 6-0. Aye: Pendley, Woodward, Guzy, Wiatrowski, Stroupe, Foltz. Nay: None.

Broadband Authority Appointment:

Chairman Woodward mentioned that vacancy exists on the Broadband Authority for the At-Large seat. Patrick Embry's term expired on April 1, 2016 and he does not wish to be reappointed. A letter was received from Ryan Hodson expressing an interest in serving.

Motion: Supervisor Stroupe moved to appoint Ryan Hodson to the Broadband Authority for a four year term from April 2, 2016 through April 1, 2020. Supervisors Foltz seconded and the motion carried by a vote of 6-0. Aye: Woodward, Guzy, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None.

Closed Session: 8:46 p.m.

Motion: Supervisor Wiatrowski moved that the Page County Board of Supervisors convene in closed session under the Virginia Freedom of Information Act for consultation with legal counsel pertaining to probable litigation, where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the Page County Board of Supervisors; pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia. Supervisor Guzy seconded and the motion carried by a vote of 6-0. Aye: Guzy, Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None.

Exit Closed Session: 9:08 p.m.

Motion: Supervisor Wiatrowski moved the closed meeting be adjourned and the Page County Board of Supervisors reconvene in open session. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Wiatrowski, Stroupe, Foltz, Pendley, Guzy, Woodward. Nay: None.

Certification of Closed Meeting:

To the best of my knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711 (A) of the Code of Virginia, 1950 as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting.

<u>Recorded Roll Call Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
D. Keith Guzy, Jr.	X			
David Wiatrowski	X			
Mark Stroupe	X			
Larry Foltz	X			
Dorothy Pendley	X			
Johnny Woodward	X			

No action was taken as a result of closed session.

Adjourn: 9:09 p.m.

With no further business, Chairman Woodward adjourned the meeting.

Johnny Woodward, Chairman

Amity Moler, County Administrator

Minutes
Board of Supervisors
Regular Meeting
May 17, 2016

Members Present: Johnny Woodward, Chairman At-Large
David Wiatrowski, District 2
Mark Stroupe, District 3
Larry Foltz, District 4
Dorothy Pendley, District 5

Absent: D. Keith Guzy, District 1

Staff Present: Amity Moler, County Administrator
Regina Miller, Assistant to the County Administrator
Nathan Miller, County Attorney

Call to Order:

Chairman Johnny Woodward called to order the regular meeting of the Page County Board of Supervisors on May 17, 2016, at 7:00 p.m., at the Shenandoah Elementary School located at 529 Fourth Street, Shenandoah, VA 22849. The Call to Order was followed by the *Pledge of Allegiance* and the Invocation given by Reverend Carter Dean.

Adoption of the Agenda:

Motion: Supervisor Stroupe moved to adopt the agenda. Supervisor Foltz seconded and the motion carried by a vote of 5-0. Aye: Woodward, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None. Absent: Guzy.

Public Comments on Agenda Items:

There were no speakers during Public Comments on Agenda Items.

Action Matters:

EMS Week Proclamation:

Chairman Woodward read the EMS Week Proclamation as follows:

* * * * *

#2016-05
EMS WEEK PROCLAMATION
To Designate the Week of May 15-21, 2016
As
Emergency Medical Services Week

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, emergency medical dispatchers, police officers, paramedics, firefighters, educators, administrators and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesavings skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

NOW, THEREFORE, the Page County Board of Supervisors in recognition of this event does hereby proclaim the week of May 15-21, 2016 as EMERGENCY MEDICAL SERVICES WEEK, with the theme, EMS Strong: Called to Care. We encourage the community to observe this week with appropriate programs, ceremonies and activities.

This Proclamation was adopted by the Page County Board of Supervisor this 17th day of May, 2016.

* * * * *

Chairman Woodward read the names of EMS employees in the county.

Motion: Supervisor Wiatrowski moved to adopt the EMS Proclamation Week for May 15-21, 2016. Supervisor Stroupe seconded and the motion carried by a vote of 5-0. Aye: Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None. Absent: Guzy.

Resolution with Intent to Reimburse:

EXHIBIT A

Mrs. Moler presented the Board with a Resolution with intent to borrow the \$3,000,000 for the cell construction and liner project at the Battle Creek Landfill. She added this Resolution needed to be adopted in order to publicly announce the County's intent to borrow.

Motion: Supervisor Foltz moved to adopt the Resolution, as presented. Supervisor Pendley seconded and the motion carried by a vote of 5-0. Aye: Stroupe, Foltz, Pendley, Woodward, Wiatrowski. Nay: None. Absent: Guzy.

Budget Changes:

Ben Blevins, Budget Officer, explained the three budget changes for the month of May.

Appropriations Approved:

Department	Description	Revenue Source	Expenditure	Amount
Page County Sheriff's Office	additional funding	Federal Government	Page County Sheriff's Office	\$16,024
Page County School Board	additional funding	Non-Profit	Page County School Board	\$1,945
Page County School Board	additional funding	Local Government	Page County School Board	\$16,600
Total				\$34,629

Transfers Approved:

Department	Description	Transfer From	Transfer to	Amount
Page County School Board	Overuse of funds	Instruction Operations & Maintenance	Transportation Other Uses of funds	\$244,634
Total				\$244,634

Motion: Supervisor Pendley moved to approve the 2014 Attorney General Federal Asset Forfeiture Grant, Chesapeake Bay Trust Grant, and Page County Schools Health Insurance Premiums form Retirees funding requests by appropriating the amount of \$34,629. Supervisor Foltz seconded and the motion carried by a vote of 5-0. Aye: Foltz, Pendley, Woodward, Wiatrowski, Stroupe. Nay: None. Absent: Guzy.

Motion: Supervisor Pendley moved to approve the transfer in the amount of \$244,634 to the categories specified in the Page County School Boards resolution. Supervisor Stroupe seconded and the motion carried by a vote of 5-0. Aye: Pendley, Woodward, Wiatrowski, Stroupe, Foltz. Nay: None. Absent: Guzy.

Consent Agenda:

Motion: Supervisor Pendley moved to approve the Consent Agenda as follows:

- Financial reports for the period of April 1-30, 2016;
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$1,632,774.41 for the month of April 2016;
- Minutes of April 5, 2016, April 7, 2016, April 19, 2016, and April 21, 2016;
- Eleven coyote claims totaling \$550.

Supervisor Foltz seconded and the motion carried by a vote of 5-0. Aye: Woodward, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None. Absent: Guzy.

Old Business:

ECC Personnel Request:

Sheriff Chad Cabbage said he is requesting that \$85,000 be moved from the part time salary line, in the ECC budget, to the departmental salary line for two new full time employees. This request requires no additional funding from the County. He noted that the full time personnel accrue eight hours of compensatory time every two weeks. The availability of full time communications staff to utilize the leave hours that they accrue has been significantly hampered by the ability to find qualified part-time staff to cover the assigned shifts. During the first quarter of his administration, they have evaluated the effectiveness of utilizing part time staff and have determined that relying on part time staff is directly affecting their ability to provide an effective communications center. While supporting his employees and their leave requests, the issue is caused, in part, that the ECC part time staff is comprised largely of certified communications officers who have full time employment at other law enforcement agencies. These part time employees work similar, if not identical, schedules as is assigned to his ECC staff, which unfortunately makes them unavailable for half of his staff. He said that he is currently at a place where his staff continues to accrue vacation and compensatory time during each pay period, without any opportunity or availability to expend any of the balances. If action is not taken to address the issue, the County will be required to compensate the staff. By adding the additional full time positions, they will have the availability to manage leave requests and still maintain a minimum staffing level within the communications center. He noted that he understands that any costs in addition to the requested amount will have to be reduced from the balance of the part time salary line and that their reliance on the part time staff will have to be adjusted to stay within compliance of the adjusted budget lines.

Motion: Supervisor Wiatrowski moved to approve two full time ECC personnel as requested by the Sheriff. Supervisor Stroupe seconded and the motion carried by a vote of 5-0. Aye: Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None. Absent: Guzy.

New Business:

Meeting Invitation to Legislators:

Supervisor Wiatrowski asked if the Board could invite Delegate Todd Gilbert or Senator Mark Obenshain to an upcoming Board meeting to discuss the possibility of a cigarette tax as a source of revenue for the County. The Board was in agreement to extend an invitation and putting on them on an agenda that will work for their schedules.

Open Public Comments:

Mike Uram commended everyone that attended the ribbon cutting for the new business, Tactical Walls, in Shenandoah. He also thanked the School Board for being part of the Chesapeake Bay Trust and educating the students.

Administrator's Report

Mrs. Moler said the custodian interviews were scheduled to be held later in the week. Tax bill have been mailed, and even though an increase in the tax rate was advertised and adopted the citizens are now realizing it on their tax bill. Lastly, she indicated that if citizens wish to appeal their reassessment with the Board of Equalization, they must make an appointment by July 1, 2016.

Supervisor Time:

All Board members thanked everyone for attending the meeting.

Adjourn: 7:59 p.m.

With no further business, Chairman Woodward adjourned the meeting.

Johnny Woodward, Chairman

Amity Moler, County Administrator

DRAFT

**MOTION TO CONVENE A CLOSED MEETING UNDER
THE VIRGINIA FREEDOM OF INFORMATION ACT
Board of Supervisors Meeting – June 21, 2016**

I move that the Page County Board of Supervisors convene in closed session under the Virginia Freedom of Information Act:

[] to discuss personnel matters regarding officers and employees of the Page County Board of Supervisors for the purpose of considering such person's assignment and performance, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia.

MOTION TO ADJOURN CLOSED MEETING & RECONVENE IN OPEN SESSION:

I move the closed meeting be adjourned and the Page County Board of Supervisors reconvene in open session.

MOTION: _____ SECOND: _____

Certification of Closed Meeting:

To the best of my knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711 (A) of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting.

Recorded Roll Call Vote:

AYE NAY ABSENT ABSTAIN

D. Keith Guzy, Jr.
David Wiatrowski
Mark Stroupe
Larry Foltz
Dorothy Pendley
Johnny Woodward